



# 2020 VISION

ILLINOIS HEARTLAND LIBRARY SYSTEM

FY2020 SYSTEM & AREA PER CAPITA GRANT APPLICATION

FY2020 LIBRARY SYSTEM AREA AND PER CAPITA GRANT APPLICATION  
COVER SHEET

Library System: Illinois Heartland Library System

Address: 6725 Goshen Rd.

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City: Edwardsville State: IL ZIP+Four 62025

Telephone: 618-656-3216

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Person submitting this application:

First Name Stacie Last Name Bushong

Title: Executive Assistant Telephone: 618-656-3216 x 447

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[Signature]

System Board President Signature

Date

4-30-19

[Signature]

Executive Director Signature

Date

4-30-19



## Illinois Heartland Library System

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May 28, 2019

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

Dear Mr. McCormick,

The Illinois Heartland Library System (IHLS) submits its FY2020 System Area and Per Capita Grant application. The guiding operational plan and budgets are built on funding at the current FY2019 level. We are aware the State of Illinois does not have an FY2020 budget at this time, and when one is finally agreed upon our FY2020 funding level may be adjusted accordingly.

As a service provider to residents of Illinois, our organization recognizes the limits and responsibilities of a defined operating budget. Two years of restored funding for IHLS (FY2018 and FY2019) have allowed our organization to address some pressing needs, and if the level in FY2020 is sustained we propose a continuation of those efforts. The ebb and flow of resources dictates prudent and thoughtful expansions to our conservative budget.

In FY2019 capital improvements and staffing changes combined to improve member services. The beginning of the fiscal year saw the completion of all but one internal improvement at our Champaign facility. (Our intention is to attend to the final upgrade if funding allows in FY2020.) The addition of a marketing coordinator has increased our capacity to promote IHLS programs and promote best practices.

The SHARE (Sharing Heartland's Available Resources Equally) consortium witnessed a major staff reorganization and addition of several positions including: Bibliographic Project Coordinator, Metadata Cataloger, Cataloger, and Circulation and Resource Sharing Specialist. The staff expansion significantly improves SHARE member service and service to libraries statewide via the Cataloging Maintenance Center Grant project.

Our FY2020 application proposes more cautious expansion to our services, all with the goal of member services in mind. We plan to add one additional staff member to Membership Services and Information Technology to complement highly performing and service-focused teams. In addition, we plan to expand our focus on public library trustee development in our service area— a long-held goal of our organization. Our staff in many departments will be sharing resources with members— the skills and talents we bring to the IHLS table every day—to contribute best practices from our work environment to

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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that of our member libraries. There is much we can provide based on the accumulated experiences of our staff, and we intend to develop avenues of communication to make that possible.

Thank you for your consideration of our application. In the words of Shandi Greve-Penrod, our Marketing Coordinator, our mission is:

*To do all that we can to help our member libraries provide their communities with quality library services and quality informational services.*

In FY2020 and beyond, Illinois Heartland Library System embraces this challenge and opportunity.

Warmly,



Leslie M. Bednar  
Executive Director

cc: Sara Zumwalt, IHLS Board President



**ILLINOIS STATE LIBRARY  
SYSTEM AREA AND PER CAPITA GRANT APPLICATION  
FY 20 BUDGET SHEET**

	General Fund	Special Revenue Funds	Capital Projects Funds	Proprietary Funds	Fiduciary Funds	Total Budget
<b>Revenues</b>						
<b>State Grants</b>						
Area & Per Capita	\$3,400,700.	\$0.	\$0.	\$0.	\$0.	\$3,400,700.
Blind & Physically Handicapped	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
System Automation & Technology	\$0.	\$554,824.	\$0.	\$0.	\$0.	\$554,824.
Other	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Federal Grants	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Other Grants	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Fees for Services & Materials	\$254,045.	\$0.	\$0.	\$1,278,656.	\$5,273,434.	\$6,806,135.
Reimbursements	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Investment Income	\$44,642.	\$0.	\$15,845.	\$12,617.	\$0.	\$73,104.
Other Revenue	\$21,182.	\$0.	\$0.	\$347,546.	\$0.	\$368,728.
Estimated Total Revenue	\$3,720,569.	\$554,824.	\$15,845.	\$1,638,819.	\$5,273,434.	\$11,203,491.

	General Fund	Special Revenue Funds	Capital Projects Funds	Proprietary Funds	Fiduciary Funds	Total Budget
<b>Expenditures</b>						
<b>Personnel</b>						
<b>Salaries</b>						
Library Professionals	\$327,863.	\$238,611.	\$0.	\$371,303.	\$0.	\$937,777.
Other Professionals	\$697,507.	\$102,975.	\$0.	\$332,398.	\$0.	\$1,132,880.
Support Services	\$884,537.	\$0.	\$0.	\$99,187.	\$0.	\$983,724.
<b>Payroll Taxes &amp; Benefits</b>						
Social Security Taxes	\$146,108.	\$26,131.	\$0.	\$61,421.	\$0.	\$233,660.
Unemployment Insurance	\$13,403.	\$1,322.	\$0.	\$3,087.	\$0.	\$17,812.
Workmen's Compensation	\$61,031.	\$815.	\$0.	\$1,915.	\$0.	\$63,761.
Retirement Benefits	\$56,116.	\$14,973.	\$0.	\$35,792.	\$0.	\$106,881.
Health, Dental & Life Insurance	\$221,895.	\$63,538.	\$0.	\$127,579.	\$0.	\$413,012.
Other	\$24,010.	\$995.	\$0.	\$597.	\$0.	\$25,602.
Temporary Help	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Recruiting	\$2,635.	\$233.	\$0.	\$1,100.	\$0.	\$3,968.
<b>Library Materials</b>						
Printed Materials	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Non-Printed Materials	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
E-Resources	\$0.	\$0.	\$0.	\$103,524.	\$0.	\$103,524.

	General Fund	Special Revenue Funds	Capital Projects Funds	Proprietary Funds	Fiduciary Funds	Total Budget
<b>Buildings &amp; Grounds</b>						
Rent	\$81,532.	\$0.	\$0.	\$0.	\$0.	\$81,532.
Utilities	\$62,573.	\$0.	\$0.	\$0.	\$0.	\$62,573.
Property Insurance	\$25,529.	\$0.	\$0.	\$0.	\$0.	\$25,529.
Repairs & Maintenance	\$37,020.	\$0.	\$0.	\$0.	\$0.	\$37,020.
Custodial and Janitorial Service & Supplies	\$18,100.	\$0.	\$0.	\$0.	\$0.	\$18,100.
Other	\$12,170.	\$0.	\$0.	\$0.	\$0.	\$12,170.
<b>Vehicle Expense</b>						
Fuel	\$198,725.	\$55.	\$0.	\$2,080.	\$0.	\$200,860.
Repairs & Maintenance	\$55,650.	\$0.	\$0.	\$0.	\$0.	\$55,650.
Vehicle Insurance	\$35,467.	\$0.	\$0.	\$0.	\$0.	\$35,467.
Vehicle Leasing & Rent	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Other	\$1,420.	\$0.	\$0.	\$0.	\$0.	\$1,420.
<b>Travel, Meetings and Continuing Education for Staff &amp; Board</b>						
In-state Travel	\$30,371.	\$8,231.	\$0.	\$18,134.	\$0.	\$56,736.
Out-of-State Travel	\$17,129.	\$0.	\$0.	\$15,723.	\$0.	\$32,852.
Registrations, Meetings and Other Fees	\$25,469.	\$3,025.	\$0.	\$8,351.	\$0.	\$36,845.
Conferences and Continuing Education Meetings	\$20,400.	\$0.	\$0.	\$0.	\$0.	\$20,400.
Public Relations	\$33,273.	\$2,625.	\$0.	\$3,210.	\$0.	\$39,108.



	General Fund	Special Revenue Funds	Capital Projects Funds	Proprietary Funds	Fiduciary Funds	Total Budget
Liability Insurance	\$25,245.	\$0.	\$0.	\$0.	\$0.	\$25,245.
<b>Supplies, Postage and Printing</b>						
Computer Software and Supplies	\$32,880.	\$3,060.	\$0.	\$9,400.	\$0.	\$45,340.
General Office Supplies and Equipment	\$9,000.	\$1,200.	\$0.	\$2,190.	\$0.	\$12,390.
Postage	\$1,200.	\$1,200.	\$0.	\$1,400.	\$0.	\$3,800.
Binding	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Library Supplies	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Delivery Supplies	\$20,825.	\$0.	\$0.	\$0.	\$0.	\$20,825.
Other	\$400.	\$0.	\$0.	\$0.	\$0.	\$400.
Telephone and Telecommunications	\$19,144.	\$5,976.	\$0.	\$17,460.	\$0.	\$42,580.
<b>Equipment Rental, Repair &amp; Maintenance</b>						
Equipment Rental	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Equipment Repair and Maintenance Agreements	\$7,940.	\$6,320.	\$0.	\$3,740.	\$0.	\$18,000.
<b>Professional Services</b>						
Legal	\$15,000.	\$0.	\$0.	\$1,000.	\$0.	\$16,000.
Accounting	\$16,562.	\$13,000.	\$0.	\$11,038.	\$0.	\$40,600.
Consulting	\$12,000.	\$0.	\$0.	\$10,000.	\$0.	\$22,000.
Contractual Staff	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
<b>Contractual Services</b>						
Information Service Costs	\$22,233.	\$7,139.	\$0.	\$216,194.	\$0.	\$245,566.

Agreements with systems, member libraries and other cooperatives	\$0.	\$0.	\$0.	\$0.	\$5,273,434.	\$5,273,434.
Outside Printing Services	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Other	\$31,457.	\$58,348.	\$0.	\$0.	\$0.	\$89,805.
Depreciation	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Professional Association Membership Dues	\$6,211.	\$736.	\$0.	\$1,016.	\$0.	\$7,963.
Miscellaneous	\$302,439.	\$0.	\$0.	\$142,860.	\$0.	\$445,299.
<b>Capital Outlays</b>						
Equipment	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Computer hardware and software	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Furniture & Fixtures	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Building and Improvements	\$0.	\$0.	\$55,807.	\$0.	\$0.	\$55,807.
Land	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Vehicles	\$0.	\$0.	\$115,000.	\$0.	\$0.	\$115,000.
<b>Debt Service</b>						
Principal	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Interest	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Estimated Total Expenditures	\$3,612,469.	\$560,508.	\$170,807.	\$1,601,699.	\$5,273,434.	\$11,218,917.
Excess of Estimated Revenues Over (Under) Estimated Expenditures	\$108,100.	\$-5,684.	\$-154,962.	\$37,120.	\$0.	\$-15,426.



## 2.1 System Budget Narrative for FY2020

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### Introduction

The Illinois Heartland Library System (IHLS) FY2020 Operating Budget development process began in February 2019, was presented to the Board of Directors in April and final revisions were completed for the Board's final approval in May 2019. The Operating Budget is based on a combination of FY2019 actual revenues, expenses, and projections. It was prepared using the Chart of Accounts and Description of Accounts as found in the Uniform Accounting and Reporting Manual for the Illinois Library System Headquarters. This will cover the fiscal year that begins July 1, 2019 and ends June 30, 2020. The budget will be used by the Board of Directors and administrative team as a financial blueprint. It allows the goals and objectives contained in the annual Operational Plan to be realized. This budget includes projections for General Fund; Special Revenues Funds (*Cataloging Maintenance Center (CMC)*, *Online Computer Library Center (OCLC)*, and *The Marc of Quality (TMQ)*); Proprietary Fund-SHARE; and Fiduciary Fund-Online Computer Library Center (OCLC).

### Revenues

**General Fund** projected revenues of \$3,720,568 is mainly comprised of SAPG (System Area and Per Capita Grant) \$3,400,700 or 91% and the state-wide Illinois Library Delivery Services (ILDS) \$250,325 or 7%. Other items included are: Member Day vendor support, investment income, member training revenue, OCLC Special Revenue Grant Administration Fee, and E-Rate Funding.

**Special Revenue Funds** projected revenues are comprised of CMC \$376,321, OCLC \$169,803, and TMQ \$8,700.

**Capital Projects Funds** only projected income source is investment income.

**SHARE Fund** projected revenues of \$1,638,819 is mainly comprised of fees for services and materials, which is \$1,278,656 or 78% and IHLS Contribution of \$300,000 or 18%. Other items included are investment income, CMC grant administration fee, and Smart Access Manager (SAM). SHARE revenues of \$1,638,819 represents a 1% increase over FY2019.

**Fiduciary OCLC** revenues of \$5,273,434 is a 4% increase over FY2019 due to increase in ILLINET/OCLC Group Services Fees.

### Expenses – Personnel

Personnel-related expenses comprise the largest expense category in the IHLS Operating FY2020 Budget. The FY2020 budget for salary and benefit expenses includes the following assumptions:

- All positions, including Library Professionals, Other Professionals, and Support Services, are projected at a 3.0% increase over FY2019.
- Social Security Taxes projected at 7.5%, which is flat to FY2019 budget.
- Unemployment Insurance projected at 1.46% of the first \$12,960 wages earned per worker which is a 12% decrease from FY2019.
- Worker's Compensation Insurance projected at 28% increase over FY2019 due to anticipated increase in premiums in FY2020.



- Retirement Benefits projected for staff members who are estimated to work more than 1,000 hours in FY2020. The projected rate is .82% for CY2019 and 8.53% for CY2020.
- Health, Dental, Accidental Death, and Life Insurances projected at an 8% increase over FY2019 actual rates. The health and ancillary policies (dental, accidental death, and life insurance) renew on October 1, 2019.

**General Fund** Other Professional projection includes the addition of a full-time Web and IT Administrator position for the full year and a full-time Membership Coordinator for six months of the fiscal year. Training and Development includes an all staff day, staff training, and organizational development opportunities focused on teamwork/customer service utilizing the StrengthsFinder approach.

## Expenses – Operating

### Library Materials

**SHARE Fund** E-Resources projection of \$103,524 is a direct expense of Cloud Subscription Fees that is included in the FY2020 fees for services and materials revenues.

### Building & Grounds

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

### Vehicle Expenses

**General Fund** projected expense for the fuel is decreased over FY2019 based on a combination of FY2019 actuals and industry forecasting. The vehicle insurance increase of 35% is due to anticipated premiums in FY2020.

### Travel, Meetings, and Continuing Education

**General Fund** major expense components are travel and registration for staff to attend conferences, advocacy events, board member training, and Member Day. Including the following conferences:

- Think Outside the Barn, 3 attendees
- The Association for Rural & Small Libraries (ARSL), 2 attendees
- Health Science Librarians of Illinois (HSLI), 1 attendee
- Association of Illinois School Library Educators (AISLE), booth rental and 4 attendees
- Society of Human Resource Management (SHRM) Leadership, 1 attendee
- Consortia Across Illinois, 1 attendee
- Innovative Users Group (IUG), 1 attendee
- Illinois Library Association (ILA), booth rental and 7 attendees
- Library Marketing, 3 attendees
- American Library Association (ALA), 5 attendees
- ALA Midwinter, 1 attendee
- Public Library Association, 4 attendees
- Coalition of Library Consortia, 1 attendee
- Digital Public Library of America (DPLA), 1 attendee

- Downstate Illinois Occupational Safety & Health Day (DIOSH), 2 attendees
- Reaching Forward South, 13 attendees
- Directors University, 3 attendees
- Trustee Workshop, 5 attendees

**CMC Fund** projections include staff attendance at the following conferences:

- PrairieCat Users Group Day (PUG), 3 attendees
- ILA, 5 attendees
- Consortia Across Illinois, 1 attendee
- Resource Sharing Alliance Day (RSA), 3 attendees
- DPLA, 1 attendee
- Reaching Forward, 2 attendees
- Reaching Forward South, 4 attendees

**SHARE Fund** projections include staff attendance at the following conferences:

- ARSL, 2 attendees
- IUG, 5 attendees
- ILA, 5 attendees
- AISLE, 2 attendees
- HSLI, 1 attendee
- Reaching Forward South, 7 attendees
- PLA, 2 attendees
- ALA, 3 attendees

### **Public Relations**

**General Fund** projection includes an increase in conference handouts and conference sponsorships. This is 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. These policies renew on July 1, 2019.

### **Supplies, Postage and 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 outside printing cost. The projection for delivery supplies include 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 monthly cost for telephone, fax, internet, delivery GPS tracking, text alert system, and cell phone services.

**Equipment Repair & Maintenance Agreements**

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

**Professional Services**

Expenses include projections for legal, accounting, and consulting.

**Contractual Services**

Expenses include projections for information service costs and other contractual services. This includes the cost of the new website for IHLS.

**Miscellaneous**

**General Fund** annual contribution to SHARE Fund projection of \$300,000 is flat to FY2019.

**SHARE Fund** transfer to SHARE Reserves projection of \$142,500 is flat to FY2019.

**Capital Outlays**

**Capital Projects Funds** projections for Building & Improvements and Vehicles include the following:

- Parking lot resurfacing at the Edwardsville location
- ADA restrooms at the Champaign location
- Outdoor concrete projects at the Champaign location
- (3) Delivery Vans
- (1) Staff Vehicle

**Estimated Excess (Deficiency) of Revenues over Expenses**

**General Fund** projected revenues over expenses is \$108,099.

**SHARE Fund** projected revenues over expenses is \$37,119.





## A. Administration

Administrative Services are the system backbone that supports all internal operations and monitor external connections. The staff of these departments complete tasks that are routine, yet complex, on a regular basis and those efforts ensure that system services run smoothly for staff and membership.

New initiatives for FY2020 will include:

- In Communications: The development of social media and marketing communications policies and the reinvention of “Connect with Leslie”
- In Advocacy: The development and implementation of a community outreach plan
- In HR: The adoption and execution of a new evaluation process
- In Finance: An outreach effort to provide financial management information for member libraries
- In IT: The redesign of the IHLS website

### Communications

**Goal: Communicate effectively and efficiently with IHLS stakeholders.**

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Develop new website in partnership with IT.	<ul style="list-style-type: none"><li>- Analyze web content for potential revision</li><li>- Create dynamic content and graphics</li></ul>	23 ILAC 3030.215 a) 3) G)
Improve communication among stakeholders through the utilization of web conferencing tools.	<ul style="list-style-type: none"><li>- Continue regularly scheduled online chats for library directors</li><li>- Conduct bi-monthly "Members Matter" meetings throughout the service area to update the membership on regional, state, and library news and developments utilizing Zoom and video teleconferencing to reach a broader audience</li><li>- Reinvent “Connect with Leslie”</li></ul>	23 ILAC 3030.215 a) 3) G)
Inform stakeholders on what is happening at the system, statewide and national levels.	<ul style="list-style-type: none"><li>- Produce and distribute monthly newsletter to members</li><li>- Produce and distribute monthly newsletter to IHLS staff</li><li>- Continue public library trustee and other stakeholder communication focus</li><li>- Improve access to trustee contact information</li></ul>	23 ILAC 3030.215 a) 3) G)  23 ILAC 3030.215 d) 1)

Work cooperatively with ISL, RAILS and other stakeholders to promote consulting and continuing education opportunities for members.	<ul style="list-style-type: none"> <li>- Support statewide library initiatives as opportunities are presented</li> <li>- Promote IHLS involvement through various communication channels</li> </ul>	23 ILAC 3030.215 d) 1)
Strategically utilize IHLS social media as a communication tool.	<ul style="list-style-type: none"> <li>- Continue effective use of social media to promote services and informational updates to members</li> <li>- Utilize social media analytics as a guide to effective and stakeholder-desired content</li> </ul>	23 ILAC 3030.215 a) 3) G)
Develop an integrated marketing communications strategy.	<ul style="list-style-type: none"> <li>- Develop an integrated marketing communication plan</li> <li>- Develop a social media policy</li> </ul>	23 ILAC 3030.215 a) 3) G)

**Goal: Advocate for the organization and our members.**

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Increase visibility and support in our service area.	<ul style="list-style-type: none"> <li>- Develop a plan for community outreach</li> <li>- Continue a return on investment program (ROI) that will reach out to all members</li> <li>- Support advocacy and education by looking for new and innovative means of marketing</li> </ul>	23 ILAC 3030.215 a) 3) D)
Create a group of library advocates.	<ul style="list-style-type: none"> <li>- Train staff to become advocates</li> <li>- Support events that provide opportunities for advocacy (legislative meetups, Chambers of Commerce, etc.)</li> </ul>	23 ILAC 3030.215 a) 3) D)
Advocate for member libraries.	<ul style="list-style-type: none"> <li>- Share advocacy resources with membership</li> <li>- Provide networking support for libraries interested in developing advocacy initiatives</li> </ul>	23 ILAC 3030.215 a) 3) D)

## 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 has sufficient staff to accomplish statutory priorities established by the ISL.	<ul style="list-style-type: none"> <li>- Find a diverse pool of candidates when recruiting additional IHLS staff</li> <li>- Utilize various job boards and media methods to seek high-quality candidates</li> <li>- Educate new staff on all IHLS policies and procedures upon hiring</li> </ul>	23 ILAC 3030.215 a) 3)
Revamp staff performance evaluation process.	<ul style="list-style-type: none"> <li>- Redesign staff probationary period (90 days) evaluation, which will include a meeting with the manager and human resources</li> <li>- Implement a new staff evaluation process reflective of the IHLS work environment</li> </ul>	23 ILAC 3030.215 a) 3)
Support and develop IHLS staff.	<ul style="list-style-type: none"> <li>- Monitor staff educational training</li> <li>- Suggest staff training sessions beneficial to each department</li> <li>- Conduct quarterly staff training focused on personal development</li> </ul>	23 ILAC 3030.215 a) 3)
Enhance organizational culture.	<ul style="list-style-type: none"> <li>- Maintain monthly site visit schedule</li> <li>- Create a recognition process to show appreciation to the staff</li> <li>- Conduct annual Staff Day</li> <li>- Promote team-building activities</li> </ul>	23 ILAC 3030.215 a) 3)
Maintain high levels of institutional knowledge within the organization.	<ul style="list-style-type: none"> <li>- Create monthly recognition programs (listed above)</li> <li>- Conduct cross-training and OTJ (on the job training) for staff</li> </ul>	23 ILAC 3030.215 a) 3)

## Board Support

**Goal: Provide support for IHLS board members.**

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Streamline committee and board meeting processes.	- Provide support for monthly meetings of the board and committees	23 ILAC 3030.250 (outside of core standards)
Support communication between board and executive staff.	- Share monthly meeting calendars with the board and appropriate staff - Provide support for monthly meetings of the board and committees	23 ILAC 3030.250 (outside of core standards)
Ensure compliance with library, and local rules and regulations and federal or state laws.	- Post meeting packets and approved meeting minutes within timeframes outlined in Open Meetings Act - Confirm completion of the Open Meetings Act training - Confirm completion of the Statement of Economic Interest	23 ILAC 3030.250 (outside of core standards)

**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.	- Complete process to identify records eligible for destruction and submit for a certificate of destruction	23 ILAC 3030.265 (outside of core standards)

## 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"> <li>- Explore opportunities for the creation of friends group or foundation to further support IHLS</li> <li>- Research and analyze insurance and investment options for staff and the organization</li> </ul>	23 ILAC 3030.260 (outside core standards)
Complete and present practical financial reporting in a timely manner.	<ul style="list-style-type: none"> <li>- Present FY2019 Audited Financial Statements to IHLS Board and submit to the Illinois State Library at the end of September 2019</li> <li>- Record accurate financial transactions while monitoring account balances including, but not limited to, General, CMC, OCLC, and SHARE</li> <li>- Process payroll in-house biweekly and prepare payroll tax filings</li> <li>- Submit all special revenue grant reports to Illinois State Library 15 days after each fiscal quarter ends</li> <li>- 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</li> <li>- Research appropriate industry forecasts and reflect those projected predictions as necessary in future fiscal year operating budgets</li> <li>- Draft FY2021 Operation Budgets timeline and budget draft for presentation to the board</li> <li>- Arrange registration, transportation, lodging, and purchase supplies for staff and board</li> </ul>	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>
Evaluate various member libraries' financial literacy.	<ul style="list-style-type: none"> <li>- Research member libraries' financial management practices and knowledge</li> <li>- Research tools to empower and equip member libraries for improved financial management practices</li> </ul>	23 ILAC 3030.215 d) 1)



## Grants

**Goal: Consistent communication of available grants.**

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Provide awareness of grant opportunities for member libraries.	<ul style="list-style-type: none"><li>- Develop and submit grant opportunities on behalf of IHLS that support the organization's goals and objectives</li><li>- Promote grants appropriate to our 524 multitype members via all communications channels</li><li>- Present grant writing workshops to member libraries</li></ul>	23 ILAC 3030.215 d) 1)

## Information Technology (IT)

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

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Provide support for core system services.	<ul style="list-style-type: none"> <li>- Provide software and technical assistance for SHARE services</li> <li>- Provide remote support through applicable software to IHLS staff at all office locations</li> <li>- Maintain internal and external web services for IHLS and SHARE</li> <li>- Track and repair problems reported by SHARE membership using SHARE helpdesk software</li> <li>- Collaborate with Operations to maintain the driver counting project utilizing tablets and to implement new features based on feedback</li> <li>- Support telephone servers, internal file servers, cloud services, and other servers and services vital to IHLS</li> <li>- Support communication electronically using technologies like Zoom and the H.323 bridge hosted by RAILS</li> <li>- Engage in existing continuing education opportunities including LinkedIn Learning and Fred Pryor</li> <li>- Develop a database for internal tracking of all aspects of membership and subscriptions</li> <li>- Upgrade all SHARE-related servers to Microsoft Windows Server 2019</li> <li>- Network in the state and nationally to expand resource sharing</li> </ul>	23 ILAC 3030.215 a) 5)

**Goal: Implement new design to IHLS website.**

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Implement outcomes of website RFP (Request for Proposal) results.	<ul style="list-style-type: none"> <li>- Develop internal group of staff to review RFP results</li> <li>- Select, notify and execute contract with the successful bidder</li> <li>- Conduct user experience research for new website design</li> </ul>	23 ILAC 3030.215 a) 5)
Support Domain Name Services (DNS) for member libraries	<ul style="list-style-type: none"> <li>- Support member libraries with the purchase, renewal, and maintenance of Domain Name Services (DNS) using the Dreamhost account set up for non-profit libraries</li> </ul>	23 ILAC 3030.215 a) 5)

## 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 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"><li>- Identify and merge duplicate bibliographic and authority records in the SHARE database</li><li>- Replace substandard local records with full level bibliographic records.</li><li>- Import weekly authority record changes and correct as necessary</li><li>- Upgrade records to reflect current cataloging standards such as RDA (Resource, Description and Access)</li><li>- Create and maintain local series authority records for titles found in the SHARE database</li></ul>	23 ILAC 3030.215 c) 3)
Set OCLC holdings for SHARE members in a timely manner.	<ul style="list-style-type: none"><li>- Pursue alternative options to TMQ (The MARC of Quality) OSMOSIS reports via Polaris development</li><li>- Correct bibliographic records as found on reports from TMQ</li></ul>	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"><li>- Provide Monthly Cataloging Sessions</li><li>- Present classes on Book Cataloging, Authority Records/Subject Analysis, and Dewey Decimal Classification.</li><li>- Keep abreast of changes in cataloging via staff continuing education opportunities to educate member library catalogers</li><li>- Offer Cataloging Workdays</li></ul>	23 ILAC 3030.215 c) 6)
Help member library staff correctly search and match to bibliographic records found in the SHARE database based on item in hand or question from a patron.	<ul style="list-style-type: none"><li>- Teach classes, including Searching and Matching, Item Records, and Reports</li><li>- Provide digital and in-person training opportunities to reach the widest possible number of SHARE member library staff.</li></ul>	23 ILAC 3030.215 c) 6)

## Cataloging Maintenance Center

**Goal: Provide cataloging and bibliographic services for libraries in Reaching Across Illinois Library System (RAILS) and IHLS 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 projects) databases by removing duplicate bibliographic / authority records or "less than full level" bibliographic records	<ul style="list-style-type: none"> <li>- Provide full level OCLC records for substandard local records from library system LLSAP databases</li> <li>- Maintain statistics documenting requesting agency and number of bibliographic records upgraded</li> </ul>	23 ILAC 3030.215 c) 3)
Establish user access to Illinois libraries' special collections.	<ul style="list-style-type: none"> <li>- Catalog items set holdings in OCLC WorldCat, and supply RAILS LLSAP staff with the resultant bibliographic records, or import the bibliographic records into the IHLS SHARE database for SHARE members</li> <li>- Transport special collections materials to and from the CMC via library system delivery service</li> <li>- Travel to libraries to catalog materials too fragile or unique for transport via delivery</li> <li>- Publicize CMC services via library systems' newsletters, conference presentations, and networking events.</li> <li>- Maintain statistics documenting the requesting agency and the number of items cataloged</li> </ul>	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"> <li>- Submit new name records to NACO (Name Authority Cooperative Program)</li> <li>- Distribute authority records via OCLC Connexion and, when necessary, supply the resultant records to LLSAP staff for importation</li> <li>- Maintain statistics documenting authority record creation.</li> </ul>	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 IDA database to increase user access to digitized information.	<ul style="list-style-type: none"> <li>- Work with libraries to determine the information needed for metadata, where metadata and digital images will reside, then create metadata if necessary</li> <li>- Continue to provide metadata creation, including transcription, for various agencies</li> <li>- Maintain statistics documenting requesting agency and number of items for which metadata was created</li> </ul>	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"> <li>- Schedule online and/or in-person classes on cataloging and metadata topics</li> <li>- Develop cataloging and metadata presentations</li> <li>- Attend and present at LLSAP member meetings and conferences, offering short discussions on cataloging and metadata</li> <li>- Conduct Online with the CMC, monthly office hours program with brief presentation and question and answer component</li> <li>- Provide Cataloging Workdays for libraries who have questions concerning OCLC Connexion and cataloging difficult items</li> </ul>	23 ILAC 3030.215 c) 6)

## C. Delivery

Delivery and Resource Sharing coexist to make the transfer of items from one library to another efficient, effective and seamless to the library user. In FY2019, IHLS moved away from volume-based delivery. Currently, a library either receives 5 days a week or whenever items are ready to be delivered or picked up. By embracing this model, libraries of all sizes are receiving the same level of service.

Delivery is always looking for ways to continue to improve. Using iPads to gather data daily allows IHLS to generate reports in a timely fashion. At any time, IHLS can pull the data to evaluate volume between libraries, which helps to ensure adequate space in our delivery vehicles for needed pickups.

The Illinois State Library delivery recommendations are still the basis for all that delivery does. IHLS delivery staff will also follow trends in the broader delivery field in order to increase awareness of industry trends that will support efficiency and provide cost savings.

Changes are coming. The current L2 (Library Learning) database will be redesigned. Delivery uses L2 heavily. IHLS will work with colleagues statewide to ensure that the delivery components of the new database efficiently meet the needs of the end users.

The focus of delivery services provided by the IHLS in FY2020 will include:

- Ongoing compliance with the recommendations of the Illinois Statewide Delivery Committee
- Creation of small training modules for labeling, packing a tub and best practices for delivery
- Presenting the IHLS delivery model to other stakeholders
- Continued partnership with the Laboratory of Applied Spatial Analysis (LASA) at Southern Illinois University Edwardsville regarding possible scenarios for more efficiencies in delivery
- Creation of online training for delivery staff to ensure that there is a standard for across the state
- Continued access to five day a week delivery for all IHLS members

### Delivery Services

**Goal: Provide efficient provision of 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 functional five-day-a-week delivery model.	- Evaluate routes in order to provide the best service possible with the best economic results - Explore utilizing SHARE's Polaris software in conjunction with creating daily routes - Evaluate the cost of having modified routes on Saturdays	23 ILAC 3030.215 e) 4) G)

Quantify the impact of the delivery service.	<ul style="list-style-type: none"> <li>- Assess the impact of delivery services for all IHLS member libraries using the Polaris software for SHARE members and the daily counts from other informational tools for remaining members</li> <li>- Send out and evaluate results of IHLS annual delivery survey</li> </ul>	23 ILAC 3030.215 e) 5) I)
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**Goal: Provide accurate information and educational tools to support delivery.**

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Revise the delivery section of the IHLS website.	<ul style="list-style-type: none"> <li>- Include training materials created to explain all aspects of delivery, from packing a tub to filling out a label correctly</li> <li>- Add a "Meet the Driver" section</li> </ul>	23 ILAC 3030.215 e) 6)
Provide continuing education on delivery.	<ul style="list-style-type: none"> <li>- Utilize newsletters such as the IHLS Member Connection newsletter and the SHARE newsletter to share tips and best practices</li> <li>- Attend networking events</li> <li>- Present at regional, state and national conferences</li> </ul>	23 ILAC 3030.215 e) 6)
Participate in ALA ASGCLA Physical Delivery	<ul style="list-style-type: none"> <li>- Participate in the ASGCLA (Association of Specialized, Government &amp; Cooperative Library Agencies) online learning development</li> </ul>	23 ILAC 3030.215 e) 3)

**Goal: Provide accurate member library delivery data in L2.**

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Review L2 data annually.	<ul style="list-style-type: none"> <li>- Update L2 delivery changes as they occur and implement the new software for replacement of L2</li> </ul>	23 ILAC 3030.215 a) 4) A-D)

## D. Resource Sharing

Sharing Heartland's Available Resources Equally, or SHARE, 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 Code
- Develop the LLSAP, promoting membership advantages in the largest library automation consortium in North America, while seeking out funding opportunities that would help offset migration costs
- Respond to SHARE member suggestions through thoughtful review of existing policies and procedures
- Provide opportunities for increased member engagement in a multitype library environment
- Remain alert to opportunities for improvement that might present themselves during the fiscal year
- Continue to research and review eResources that would be beneficial to SHARE members

### LLSAP (SHARE)

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

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Encourage resource sharing.	<ul style="list-style-type: none"><li>- Assist member libraries in promoting their participation in reciprocal borrowing within IHLS and statewide</li><li>- Maintain non-resident borrower card purchase locations on the IHLS website</li><li>- Expand background information on the non-resident program on the IHLS website</li><li>- Educate member libraries on the variety of resource sharing pathways, including OCLC, ALA, and the multiple advantages of SHARE</li><li>- Educate school library staff and teachers about the multiple advantages of SHARE, so they can better utilize existing resources</li><li>- Review the SHARE and IHLS interlibrary loan and resource sharing policies to ensure it is up-to-date and aligned to current Illinois Library Laws &amp; Rules</li><li>- Facilitate consortia groups to participate in shared resources or vendor discount programs, to meet the ongoing needs of system members</li></ul>	23 ILAC 3030.215 f) 3) D) i

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Provide a framework for members to participate in a state-of-the-art integrated library system.	<ul style="list-style-type: none"> <li>- Act as legal and financial authority for SHARE, including management of the SHARE investment account</li> <li>- Continue to evaluate current SHARE policies with the SHARE Executive Council, the Bibliographic and Cataloging Standards Committee, the Circulation &amp; Resource Committee, the eResource Committee, and the Finance and Policy Committee</li> <li>- Analyze trends and seek out funding for enhancements to the SHARE catalog</li> <li>- Provide responsive training to meet member needs, with a variety of instruction methods, to reach staff that have difficulty in participating in traditional continuing education opportunities</li> <li>- Prepare a certification program for member library staff, to provide a high level of database accuracy and library efficiency</li> <li>- Assist with the migration of libraries who do not wish to continue to participate in the SHARE LLSAP</li> <li>- Enhance the SHARE website to meet the informational and training needs of member libraries</li> <li>- Track technical issues through the SHARE help desk, and provide support for SHARE members</li> <li>- Maintain critical member data, including fees and contact information. database of all critical SHARE information, including fees, automation settings, and training</li> </ul>	23 ILAC 3030.215 c) 1)

## LLSAP Development

**Goal: Increase members participating in SHARE.**

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Continue to promote the growth of SHARE.	<ul style="list-style-type: none"><li>- Market the advantages of belonging to the SHARE consortium to standalone libraries, via mailings, networking, and conference participation</li><li>- Continue to seek funding to assist libraries in offsetting migration costs, so they can participate in SHARE</li><li>- Support members as they strive to meet the benchmarks established by the Illinois State Library: to participate in resource sharing, to have a discoverable collection, to have a web presence, and to provide Wi-Fi access for patrons</li><li>- Assess barriers to SHARE membership beyond financial restraints. Develop strategies to better understand and appreciate member challenges</li></ul>	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>
Educate members about the ILL Code.	<ul style="list-style-type: none"><li>- Train staff at the various multitype libraries using both digital and in-person formats</li><li>- Seek out opportunities to reach staff that have difficulty participating in traditional continuing educational opportunities</li><li>- Work with statewide partners to develop training opportunities</li><li>- Respond to questions from members about the ILL Code regularly and communicate pertinent issues to the membership via the SHARE newsletter</li></ul>	23 ILAC 3030.215 f) 3) D) i



<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Enforce ILL Code standards.	<ul style="list-style-type: none"> <li>- Maintain regular contact with member libraries to help ensure understanding and compliance with the ILLINET Code</li> <li>- 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</li> <li>- Monitor the submission of the annual ILLINET Interlibrary Loan Traffic Survey</li> </ul>	23 ILAC 3030.215 f) 3) D) i

## eResources

**Goal: Increase eResource 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 eResources opportunities to all multitype member libraries.	<ul style="list-style-type: none"> <li>- Continue developing consortia sharing electronic resources, as appropriate to meet the needs of interested library members and their patrons</li> <li>- Facilitate user focus groups to review member library eResource preferences, to meet the ongoing needs of system members</li> <li>- Work with state partners to explore additional eResource opportunities</li> <li>- Contact various eResource providers to obtain information about their services to provide to member libraries.</li> <li>- Communicate opportunities by connecting vendors to members through demos and presentations.</li> <li>- Post offers on the website, listservs, and newsletters</li> </ul>	23 ILAC 3030.215 b) 1)
Increase use of eResources in SHARE member libraries including (but not limited to) downloadable content and databases.	<ul style="list-style-type: none"> <li>- Provide onsite assistance to library staff who will then provide training to their patrons</li> <li>- Create a variety of training materials for member library use</li> <li>- Provide members with marketing support of digital products, either through vendor materials or the development of shared best practices.</li> <li>- Work with the eResource Committee to review products, policies, and practices for each of the platforms, as well as approving member fees for each consortial product</li> </ul>	23 ILAC 3030.215 b) 1)

## 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 membership and provide support to them.

In FY2019, the Membership Services staff doubled, allowing us to reach our membership on a significantly broader level.

In FY2020, Membership Services hopes to build on the work done in FY2019 and provide:

- Continued work with any member library on compliance issues as they relate to those stated in the Administrative Code
- Training for public library trustees in a variety of modalities to determine the most effective methods of reaching that group of stakeholders
- A focused effort to collect and maintain accurate data in L2
- Increased networking opportunities for libraries of all types
- A refreshed connection with our school library members
- Ongoing efforts to identify, offer and promote professional development opportunities for all members
- Provision of workshops on the topic of grant writing for member libraries

### Membership

**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"><li>- Monitor library activities during the certification timeframe</li><li>- Monitor and follow up with libraries experiencing membership challenges</li></ul>	23 ILAC 3030.215 a) 4) A-D)
Maintain timely and accurate information on our membership.	<ul style="list-style-type: none"><li>- Explore and test methods of collecting and maintaining accurate membership records in L2 (LibraryLearning, <a href="http://www.librarylearning.info">www.librarylearning.info</a>).</li><li>- Encourage our membership to update their accounts in L2</li><li>- Work within the parameters of our developing membership database to consistently update information</li></ul>	23 ILAC 3030.215 a) 4) A-D)

**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"><li>- Conduct site visits at diverse libraries, focusing on libraries with new directors or libraries facing challenges. It is expected that with additional staff, more attention can be focused on our school library membership</li><li>- Discuss issues with member libraries that pertain to their compliance with the administrative code and library management</li><li>- Provide support for networking groups</li><li>- Work with membership on annual tasks outside of certification (Per Capita Grants, IPLARs, non-resident fee surveys, etc.)</li></ul>	23 ILAC 3030.215 a) 4) A-D)
Provide information and consulting to agencies interested in pursuing system membership.	<ul style="list-style-type: none"><li>- Work cooperatively with agencies interested in system membership</li></ul>	23 ILAC 3030.215 a) 4) A-D)
Increase outreach to public library trustees.	<ul style="list-style-type: none"><li>- Explore in-person and electronic methods of informing and educating public library trustees</li><li>- Develop diverse methods of trustee training, communication, and networking</li></ul>	23 ILAC 3030.215 a) 3) D)

## Networking

**Goal: Continue to develop relationships with and among the membership.**

<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"><li>- Hold Members Matter meetings at diverse locations through the system on a bimonthly basis</li><li>- Connect target audiences via regularly scheduled online chats (in various formats)</li><li>- Participate in regional networking groups</li></ul>	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"> <li>- Explore opportunities for shared services in consulting and continuing education</li> <li>- Participate, as appropriate, in committee work that benefits our stakeholders</li> </ul>	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 there.	<ul style="list-style-type: none"> <li>- Attend statewide and national conferences that support IHLS members and the services offered. This would include, but not be limited to ILA, AISLE, IUG (Innovative Users Group), OLAC (OnLine Audiovisual Catalogers), Computers in Libraries, Reaching Forward South, ALA, and the Association for Rural and Small Libraries as funding allows</li> <li>- Grow relationships with organizations worldwide that share our values on resource sharing and innovation</li> </ul>	23 ILAC 3030.215 d) 1)

## Continuing Education

**Goal: Increase continuing education opportunities as allowed by 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"> <li>- Include one or more state, federal, or administrative law components at Member Day</li> <li>- Explore professional development opportunities regarding state, federal, and administrative laws for school libraries</li> </ul>	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"> <li>- Continue to develop annual Member Day</li> <li>- Promote continuing education offered by the Illinois State Library, the Illinois Library Association, and the Association of Illinois School Library Educators</li> <li>- Share information regarding online continuing education opportunities</li> <li>- Explore professional development opportunities for school members</li> <li>- Investigate possible continuing education opportunities for trustees</li> <li>- Investigate innovative resources for professional development</li> </ul>	23 ILAC 3030.215 d) 1)



### 3.1 Operational Plan – Unmet Core Services

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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.



## 3.2 Statewide Service Collaboration

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

### 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
  - Cataloging training and phone/email support for related inquiries
  - Online cataloging courses including *RDA Book Training* and *RDA for Video and Audio* recordings, two 6-week courses which were created and made available statewide
  - *Online with the Cataloging Maintenance Center*, a series of mini-training sessions with an opportunity for questions and answers
  - Global bibliographic access to authors, corporate bodies, and geographic places through creation of Library of Congress Name Authority Records
  - Consultation on formation and content of metadata in support of digitized information found in Illinois libraries and in Illinois Digital Archives (IDA)

### Consulting/Continuing Education

- IHLS supports statewide continuing education leadership activities such as Directors University and Elevate
- The IHLS-managed Zoom connectivity is offered to statewide committees for their use
- The system consistently shares information regarding any continuing education opportunity that would benefit the membership
- System staff is available for collaboration whenever the opportunity presents itself in order to better serve Illinois residents

### Delivery

- IHLS partners with Reaching Across Illinois Library System (RAILS) to deliver library materials via the Illinois Library Delivery Service (ILDS) through a subcontractor/contractor agreement:
  - IHLS Champaign service hub serves as the exchange point between north and south delivery, capital improvements to the facility allow for ever-increasing delivery demands
  - IHLS delivers to its 31 CARLI (Consortium of Academic and Research Libraries in Illinois) member libraries every day, Monday–Friday

### IT

- Provide video conferencing technology, via Zoom, to provide digital space for inter-system virtual meetings
- Provide input and support in the effort to develop an L2 replacement

### Resource Sharing

- IHLS staff members actively participate in the RAILS Consortia and Resource Sharing Committees
- IHLS staff provide consulting support (when requested) regarding RAILS overlay project





### 3.3 Operational Plan – Proposed Fees for Service

<b>Fee Description</b>	<b>Who Fee Impacts</b>	<b>Amount of Fee</b>	<b>Estimate of Annual Revenue Generated</b>
Cloud Subscription	SHARE Members that elect to participate	\$250-\$1,922	\$103,524
Continuing Education Session Fees	IHLS Members that elect to participate	\$10-\$50	\$1,000
Domain Name	IHLS Members that elect to participate	\$15.99	\$496
ILLINET/OCLC Group Services Fee	Illinois Member and Non-Member Libraries	\$201-\$340,372	\$4,580,434
ILLINET/OCLC Monthly Network Transactional Billing	Illinois Member and Non-Member Libraries	\$1-\$20,000	\$693,000
SAM Fee	IHLS Members that elect to participate	\$447-\$1,167	\$13,335
SHARE Additional Modules	SHARE Members that elect to participate	\$100-\$2,188	\$28,000
SHARE Bibliographic Service Fee	SHARE Members that elect to participate	\$3-\$5,780	\$86,226
SHARE LLSAP Full Member Fee	SHARE Full Member Libraries	\$200-\$37,393	\$1,057,906
SHARE LLSAP Transitional Member Fee	SHARE Members that elect to participate	\$600	\$3,000



#### 4.1a List of Position Titles

Position title	Annualized Salary	General Fund	Special Revenue Fund	Capital Projects Fund	Proprietary Fund	Fiduciary Fund
Accounting Analyst	48,925.13	36,693.85	12,231.28			
Accounting Assistant	27,371.30	27,371.30				
Administrative Assistant	30,400.66	30,400.66				
Associate Director	100,787.92	100,787.92				
Bibliographic Project Coordinator	56,548.65		56,548.65			
Cataloger	42,952.12		42,952.12			
Cataloger	50,530.22		50,530.22			
Cataloger	47,380.03		47,380.03			
Cataloger	44,455.23				44,455.23	
Cataloger	41,499.36				41,499.36	
Cataloger	41,499.36				41,499.36	
Cataloger	41,200.07				41,200.07	
Cataloging Assistant II	12,420.56				12,420.56	
Cataloging Supervisor	51,342.62				51,342.62	
Chief Fiscal Officer	81,543.17	81,543.17				
Communications Coordinator	48,812.66	48,812.66				
Courier	10,697.58	10,697.58				
Courier	11,708.01	11,708.01				
Courier	9,492.48	9,492.48				
Courier	9,492.48	9,492.48				
Courier	9,779.85	9,779.85				
Courier	9,779.85	9,779.85				
Courier	10,475.10	10,475.10				
Courier	12,208.59	12,208.59				
Courier	11,198.16	11,198.16				
Courier	12,208.59	12,208.59				
Courier	10,215.54	10,215.54				
Courier	10,521.45	10,521.45				
Courier	24,102.00	24,102.00				
Courier	10,428.75	10,428.75				
Courier	9,779.85	9,779.85				
Courier	10,521.45	10,521.45				
Courier	11,198.16	11,198.16				
Courier	10,475.10	10,475.10				
Courier	10,122.84	10,122.84				
Courier	10,475.10	10,475.10				



#### 4.1a List of Position Titles

Position title	Annualized Salary	General Fund	Special Revenue Fund	Capital Projects Fund	Proprietary Fund	Fiduciary Fund
Courier	10,122.84	10,122.84				
Courier	10,475.10	10,475.10				
Courier	31,771.79	31,771.79				
Courier	10,475.10	10,475.10				
Courier	10,475.10	10,475.10				
Courier	10,475.10	10,475.10				
Courier	9,492.48	9,492.48				
Courier	12,208.59	12,208.59				
Courier	9,492.48	9,492.48				
Courier	10,475.10	10,475.10				
Courier	9,492.48	9,492.48				
Courier	9,492.48	9,492.48				
Courier	9,779.85	9,779.85				
Courier	10,122.84	10,122.84				
Courier	10,475.10	10,475.10				
Courier	30,829.13	30,829.13				
Courier	28,686.74	28,686.74				
Courier	9,779.85	9,779.85				
Courier	10,122.84	10,122.84				
Courier	10,428.75	10,428.75				
Courier	10,428.75	10,428.75				
Courier	30,829.14	30,829.14				
Courier	30,829.13	30,829.13				
Courier	10,521.45	10,521.45				
Courier	10,521.45	10,521.45				
Courier	10,521.45	10,521.45				
Courier	12,514.51	12,514.51				
Courier	10,428.75	10,428.75				
Executive Assistant	46,117.30	46,117.30				
Executive Director	143,725.98	143,725.98				
Grants Specialist	18,970.95	18,970.95				
HR Generalist	54,106.10	54,106.10				
IT Director	96,281.60	96,281.60				
Lead Sorter	32,168.14	32,168.14				
Marketing Coordinator	45,319.90	45,319.90				
Membership Svc Coordinator	58,349.34	58,349.34				
Metadata Cataloger	41,200.07		41,200.07			
Network Admin	68,627.07				68,627.07	
OCLC A/R Coordinator	42,230.13		42,230.13			



#### 4.1a List of Position Titles

Position title	Annualized Salary	General Fund	Special Revenue Fund	Capital Projects Fund	Proprietary Fund	Fiduciary Fund
OCLC/Sr. Accountant	64,685.27	16,171.32	48,513.95			
Operations Director	78,048.49	78,048.49				
Operations Manager	64,283.57	64,283.57				
Operations Manager	49,358.33	49,358.33				
SHARE Admin Service Specialist	38,456.94				38,456.94	
SHARE Circulation Specialist	41,200.07				41,200.07	
SHARE Circulation Specialist	44,677.82				44,677.82	
SHARE Circulation Specialist	25,585.40				25,585.40	
SHARE Director	84,872.03				84,872.03	
SHARE Mgr. for Admin Srvcs	78,795.12				78,795.12	
SHARE Mgr. for Bibliographic Srvcs	66,434.97				66,434.97	
SHARE Reporting Srvcs Spec	11,418.99				11,418.99	
SHARE Tech Sup Specialist	36,890.84				36,890.84	
Sorter	9,381.24	9,381.24				
Sorter	9,381.24	9,381.24				
Sorter	9,381.24	9,381.24				
Sorter	9,381.24	9,381.24				
Sorter	8,806.50	8,806.50				
Sorter	9,381.24	9,381.24				
Sorter	9,381.24	9,381.24				
Sorter	10,428.75	10,428.75				
Sorter	9,075.34	9,075.34				
Sorter	9,075.33	9,075.33				
Sorter	10,428.75	10,428.75				
Sorter	8,806.50	8,806.50				
Sorter	10,428.75	10,428.75				
Sorter	8,806.50	8,806.50				
Sorter	8,806.50	8,806.50				
Sorter	10,122.84	10,122.84				
Sorter	9,075.33	9,075.33				
Web Developer	73,513.03				73,513.03	
	2,949,284.34	1,804,808.41	341,586.45		802,889.48	



#### 4.1b List of Vacancies

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Position title	Funding Priority	Annualized Salary	General Fund	Special Revenue Fund	Capital Projects Fund	Proprietary Fund	Fiduciary Fund
Courier	Delivery	9,492.48	9,492.48				
Membership Service Coordinator	Administration	25,000.04	25,000.04				
Sorter	Delivery	8,806.50	8,806.50				
Web & IT Administrator	IT	61,800.10	61,800.10				

105,099.12 105,099.12



## 4.2 List of Planned Motor Vehicle Purchases

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<u>Replacement</u>	<u>Type of Use</u>	<u>Budget Cost</u>
3 Delivery Vans	Delivery	\$90,000
1 Staff Vehicle	Staff	\$25,000



#### 4.3 Summary Out-of-State Travel

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<b>Number of Travelers</b>	<b>Month of Travel</b>	<b>Budget Year Estimated Expense</b>	<b>Reason for Travel Destination &amp; Duration</b>
4	September	\$9,472.00	Association for Rural & Small Libraries Conference – 4 days
1	January	\$2,411.00	American Library Association Midwinter Conference – 5 days
6	February	\$14,736.00	Public Library Association Conference – 5 days
1	April	\$2,166.00	Coalition of Library Consortia Meeting – 4 days
6	April	\$12,191.52	Innovative Users Group Conference – 4 days



#### 4.4 Agency Contracts

Contractor Name and Address	Budget Line Item	Description of Services Rendered	Proposed Dates of Contract Start and End	Contract Amount Budget Year	Comments
1 <sup>st</sup> Choice Advisors, 6800 S Gulfport Blvd Suite 201-214, South Pasadena, FL, 33707	Contractual Services	Microix Maintenance & Accounting Support	6/20/19- 6/19/20	\$6,071	
ABC Heating & Air Conditioning, 2815 Hundman Dr #1, Champaign, IL 61822	Building & Grounds	HVAC Maintenance	1/1/19- 12/31/19	\$1,400	
Abila, Dept 3303 PO Box 123303, Dallas, TX 75312	Contractual Services	Maintenance & Support	7/24/19- 7/23/20	\$7,815	
Above & Beyond, 53 Westbrooke, Troy, IL 62294	Building & Grounds	Facilities Cleaning	7/1/19- 6/30/20	\$7,200	
Actsoft, 10006 North Dale Mabry Hwy, Ste. 100, Tampa, FL 33618	Telephone & Telecommunications	Comet GPS Trackers for Delivery Vans	N/A-N/A	\$3,960	Ongoing
Ameren Illinois, PO Box 88034, Chicago, IL 60680-1034	Building & Grounds	Gas	3/1/18- 9/30/20	\$8,034	
Ameren Illinois/ AEP Energy, PO Box 88034, Chicago, IL 60680-1034	Building & Grounds	Electricity	3/1/18- 9/30/20	\$22,866	
Ameren Illinois/AEP Energy, PO Box 88034, Chicago, IL 60680-1034	Building & Grounds	Electricity	3/1/18- 9/30/20	\$11,742	
American Pest Control, 14003 W. Farmington Rd., Hanna City, IL 61536	Building & Grounds	Pest Control	N/A-N/A	\$420	Ongoing
AT&T, PO Box 5080, Carol Stream, IL 60197	Telephone & Telecommunications	Alarm, Fax, Fire Phone Line	N/A-N/A	\$2,880	Ongoing





#### 4.4 Agency Contracts

Contractor Name and Address	Budget Line Item	Description of Services Rendered	Proposed Dates of Contract Start and End	Contract Amount Budget Year	Comments
AT&T, PO Box 5011, Carol Stream, IL 60197	Telephone & Telecommunications	Internet	N/A-N/A	\$4,800	Ongoing
Blue Cross & Blue Shield, 25550 Network Place, Chicago, IL 60673	Personnel	Health Insurance	10/1/19-9/30/20	\$344,061	
CCR Roofing, 2200 NW S. Outer Road, Blue Springs, MO 64015	Building & Grounds	Roof Maintenance Contract	6/7/15-6/6/20	\$447	
Charter Communications, PO Box 790086, St. Louis, MO 63179	Telephone & Telecommunications	Internet	3/1/17-2/28/20	\$1,920	
CNA Surety, PO Box 957312, St. Louis, MO 63195	Liability Insurance	Employee Dishonesty Bond	8/6/19-8/5/20	\$3,105	
Comprise, PO Box 425, Navesink, NJ 07752	Contractual Services	SAM Fees	5/26/19-5/25/20	\$11,448	
Consolidated Communications, 1300 S. Neil Street, Champaign, IL 61820	Telephone & Telecommunications	Local & Long Distance & Toll Free Line	4/19/17-4/19/20	\$5,590	
Consolidated Insurance, 312 E. Main St., Carbondale, IL 62903	Liability Insurance	Treasurer's Bond	7/1/19-6/30/20	\$2,363	
Continental Western Group, PO Box 14558, Des Moines, IA 50306	Vehicle Expenses, Liability Insurance & Building & Grounds	Auto, General Liability, & Property Insurance	7/1/19-6/30/20	\$60,323	
Crane Agency, PO Box 790379, St. Louis, MO 63179	Liability Insurance	Cyber Liability	7/1/19-6/30/20	\$4,602	
Dave's Precision Mowing, 1406 Brunswick Court, St. Joseph, IL 61873	Building & Grounds	Lawn Maintenance Landscaping	04/01/19-11/30/19	\$2,740	
Fabick, 101 Fabick Dr., Fenton, MO 62232	Building & Grounds	Generator Maintenance	7/1/19-6/30/20	\$2,200	



#### 4.4 Agency Contracts

<b>Contractor Name and Address</b>	<b>Budget Line Item</b>	<b>Description of Services Rendered</b>	<b>Proposed Dates of Contract Start and End</b>	<b>Contract Amount Budget Year</b>	<b>Comments</b>
George Alarm Co, Inc, 917 South 9 <sup>th</sup> Street, Springfield, IL 62703	Building & Grounds	Burglar Alarm	N/A-N/A	\$1,132	Ongoing
GIS Benefits – Principal, PO Box 1806, San Antonio, TX, 78296	Personnel	Full-time Dental, Vision & Life Insurance	10/1/19- 9/30/20	\$28,088	
GIS Benefits – MetLife, PO Box 1806, San Antonio, TX, 78296	Personnel	Part-time Life Insurance	10/1/19- 9/30/20	10,909	
H&H Health Associates, 3660 S. Geyer Road, Suite 100, St. Louis, MO 63127	Personnel	Employee Assistance Program	7/1/19- 6/30/20	\$4,000	
HR Source, 3025 Highland Pkwy., Suite 225, Downers Grove, IL 65105	Professional Association Membership Dues	HR Management Membership	7/1/19- 6/30/20	\$1,300	
iTV-3, 602 High Point Ln, East Peoria, IL 61611	Telephone & Telecommunications	Internet	N/A-N/A	\$480	Ongoing
John's Custom Lawn Care, LLC, 302 East Lake Dr., Edwardsville, IL 62025	Building & Grounds	Lawn Maintenance	04/01/19- 11/30/19	\$5,300	
Johnson Controls, PO Box 371967, Pittsburgh, PA 15250	Building & Grounds	Burglar Alarm	10/18/16- 10/18/21	\$1,965	
Kone Elevator Service, PO Box 429, Moline, IL 61266	Building & Grounds	Elevator Maintenance	10/1/17- 9/30/19	\$3,000	Ongoing
Republic Services, PO Box 985, Danville, IL 61834	Building & Grounds	Trash Services	6/19/17- 6/18/20	\$2,520	
Republic Services, 4601 Cahokia Creek Road, Edwardsville, IL 62025	Building & Grounds	Trash Services	5/16/17- 5/15/20	\$1,260	
Royal Cleaning, 2902 Perkins Road, Urbana, IL 61802	Building & Grounds	Facilities Cleaning	7/1/19- 6/30/20	\$7,800	



#### 4.4 Agency Contracts

Contractor Name and Address	Budget Line Item	Description of Services Rendered	Proposed Dates of Contract Start and End	Contract Amount Budget Year	Comments
Scheffel Boyle, 322 State St., Alton, IL 62002	Professional Services	Audit	7/1/19-6/30/20	\$27,400	
Selective Insurance Company, PO Box 782747, Philadelphia, PA 19178	Building & Grounds	Flood Insurance	6/20/19-6/19/20	\$1,254	
Shred-it, 28883 Network Pl., Chicago, IL 60673	Building & Grounds	Shredding	12/18/18-12/17/23	\$448	
SIU Research Park, Office of Economic and Regional Development 1740 Innovation Dr, Carbondale, IL 62903	Building & Grounds; Telecommunications	Office Leasing, Utilities, & Fiber Internet	07/01/19-06/30/20	\$99,926	
Technology Management Rev Fund, PO Box 10191, Springfield, IL 62791	Telephone & Telecommunications	VTEL Bandwidth & ICN Filtering	N/A-N/A	\$6,900	Ongoing
Travelers, PO Box 660317, Dallas, TX 75266	Liability Insurance	Employment Practices/ Management Liability	7/1/19-6/30/20	\$7,051	
Verizon Wireless	Telecommunications	Cellphone Services, GPS Tracking, MIFI, Routers	N/A-N/A	\$13,320	Ongoing
WEX Bank, PO Box 6293, Carol Stream, IL 60197	Vehicle Expenses	Gasoline Purchases	N/A-N/A	\$199,000	Ongoing
Wright National Insurance, PO Box 33003, St. Petersburg, FL 33733	Building & Grounds	Flood Insurance	10/21/17-10/20/19	\$7,542	
Xerox, 26152 Network Pl., Chicago, IL 60673	Maintenance Agreements	Copier Lease	Various	\$15,600	



## 4.5 Insurance Coverage for Employees & Dependents

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Are employer/employee contribution amounts for health insurance determined by the employer's annual salary? **No**

### Employee Insurance Coverage

Type of Insurance	% Coverage Paid by Employer	% Coverage Paid by Employee
Health	99	1
Dental	100	0
Vision	100	0

### Dependent Insurance Coverage

Type of Insurance	% Coverage Paid by Employer	% Coverage Paid by Employee
Health	0	100
Dental	0	100
Vision	0	100

Is a term life insurance program offered to library system employees? **Yes**

If so, what percentage of the premium is paid by the library system: **100**

Is retiree health insurance coverage offered to current library system employees or any Illinois library system staff that were employed prior to July 1, 2001? **Yes**

If yes, what is the maximum percentage paid by the library system: **0**

Annual cost to the library system for offering this retirement benefit **0**



#### 4.6 Description of Facilities in All Locations

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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	New ADA bathrooms install
Edwardsville hub 6725 Goshen Road Edwardsville, IL	Own	SHARE Staff, Administration, Delivery	Parking lot resurfacing
Carbondale hub SIU Research Park One Enterprise Place Carbondale, IL	Rent	SHARE staff, Membership, Delivery	5 year leased signed in 3/2019



#### 4.7 Corporations Formed by Library System

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No corporations have been formed by Illinois Heartland Library System.



#### 4.8 Pending Litigation

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No pending litigation for the Illinois Heartland Library System.



## Statement of Economic Interests

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

ELAM, ADRIENNE

Filing Date: 4/23/2019

4:01:14 PM

### Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	CFO

### 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



## Statement of Economic Interests

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

YACKLE, ANNABEL

Filer ID: 4750

Filing ID: 12889

Filer Mailing Address: 12  
JENNI LN CARBONDALE, IL,  
62901

Filing Date: 3/21/2019  
3:20:31 PM

### 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:** Unit of Government: Other Unit of Government - Other: INDIAN TRAILS PUBLIC LIBRARY DISTRICT Title: BUSINESS AND CAREER SERVICES LIBRARIAN

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



## Statement of Economic Interests

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

OBERT, BEVERLY

Filing Date: 3/22/2019 9:58:03 PM

### Your Agency

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

### 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



## Statement of Economic Interests

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

**CHAPMAN, BRANDON**

**Filer ID:** 3435

**Filing ID:** 12863

**Filer Mailing Address:** 305

GETTYSBURG RD APT 4

BELLEVILLE, IL, 62226

**Filing Date:** 3/28/2019 3:19:44  
PM

### Your Agency

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

### 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



## Statement of Economic Interests

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

**WINGERTER, BRANT**

**Filer ID:** 3441

**Filing ID:** 12888

**Filer Mailing Address:** 133  
 WOOD ROAD CARBONDALE, IL,  
 62901

**Filing Date:** 4/23/2019 9:20:50  
 AM

### Your Agency

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

### 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



## Statement of Economic Interests

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

**THOMPSON, CASSANDRA**

**Filer ID:** 4368

**Filing ID:** 12885

**Filer Mailing Address:** 25 OAK KNOLL  
PL BELLEVILLE, IL, 62223

**Filing Date:** 3/26/2019 5:51:13 PM

### Your Agency

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

### 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



## Statement of Economic Interests

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

TOPEL, CHARLENE

Filing Date: 4/16/2019 2:46:16 PM

### Your Agency

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

### 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 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



## Statement of Economic Interests

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

TOPEL, CHARLENE

Filing Date: 4/16/2019 2:46:16 PM

### Your Agency

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

### 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 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





## Statement of Economic Interests

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

**GRANGER, DOMINIQUE**

**Filer ID:** 4548

**Filing ID:** 12869

**Filer Mailing Address:** 505 S 22ND ST  
 BELLEVILLE, IL, 62226

**Filing Date:** 3/22/2019 10:19:46 AM

### Your Agency

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

### 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



## Statement of Economic Interests

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

ELLIOTT, EDITH

Filer ID: 4744

Filing ID: 12867

Filer Mailing Address: 1767

AMBROSE TERRACE DR

SWANSEA, IL, 62226

Filing Date: 3/28/2019

7:28:54 AM

### Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	CATALOGING SUPERVISOR

### 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

POPIT, ELLEN

Filer ID: 1464

Filing ID: 12881

Filer Mailing Address: 715 FRANKLIN WEST  
FRANKFORT, IL, 62896

Filing Date: 4/23/2019 11:26:14 AM



## Statement of Economic Interests

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

### Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	GRANTS AND MEMBERSHIP DIRECTOR

### 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



## Statement of Economic Interests

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

**BANDRE, FRANK**

**Filing Date:** 3/27/2019 11:56:18 AM

### Your Agency

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

### 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





## Statement of Economic Interests

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

DENUE, GARY

Filing Date: 4/7/2019 11:48:39 AM

### Your Agencies

Code	Agency	Title
002-28	MUSEUM	PRESIDENT
11-014	CITY OF EDWARDSVILLE	LIBRARY BOARD
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

### 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 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



## Statement of Economic Interests

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

**JONES, GARY**

**Filing Date:** 3/21/2019 12:50:00 PM

### Your Agency

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

### 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



## Statement of Economic Interests

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

**JENKINS, JANET**

**Filer ID:** 4746

**Filing ID:** 12871

**Filer Mailing Address:** 2000 N CROSS ST  
 ROBINSON, IL, 62454

**Filing Date:** 4/9/2019 9:34:00 AM

### Your Agency

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

### 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



## Statement of Economic Interests

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

**BAUER, JOAN**

**Filer ID:** 1455

**Filing ID:** 12858

**Filer Mailing Address:** 1510

W HIGHLAND PLACE

DECATUR, IL, 62526

**Filing Date:** 3/20/2019

1:21:02 PM

### Your Agency

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

### 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

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**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.

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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

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**ANSWER:** N/A





## Statement of Economic Interests

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

PERNICKA, JULIA

Filer ID: 4547

Filing ID: 12879

Filer Mailing Address: 113 ILLINOIS EAST ALTON, IL, 62024

Filing Date: 4/25/2019 11:35:53 AM

### Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	COMMUNICATIONS 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



## Statement of Economic Interests

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

**BEDNAR, LESLIE**

**Filer ID:** 1466

**Filing ID:** 12859

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

**Filing Date:** 4/29/2019 8:59:50  
PM

### Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	DIRECTOR

### 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

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**ANSWER:** N/A



## Statement of Economic Interests

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

KATES, LINDA

Filer ID: 3664

Filing ID: 12874

Filer Mailing Address: 2307 N 5TH  
CHAMPAIGN, IL, 61822

Filing Date: 4/1/2019 1:23:41 PM

### Your Agency

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

### 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

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ANSWER: N/A

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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

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**ANSWER:** N/A

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**ANSWER:** N/A



## Statement of Economic Interests

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

PETTY, LINDA

Filing Date: 3/28/2019 2:56:55 PM

### Your Agency

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

### 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





## Statement of Economic Interests

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

SMITH, MARY

Filing Date: 3/20/2019 2:24:54 PM

### Your Agency

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

### 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



## Statement of Economic Interests

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

**ALLEN, MELANIE**

**Filer ID:** 4743

**Filing ID:** 12856

**Filer Mailing Address:** 310 S HENDERSON  
 ST MT ZION, IL, 62549

**Filing Date:** 3/20/2019 1:33:23 PM

### Your Agency

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

### 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.

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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

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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

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**ANSWER:** N/A

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**ANSWER:** N/A

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**ANSWER:** N/A



## Statement of Economic Interests

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

Filer: THOMAS, PAMELA  
 Filer ID: 4749  
 Filer Mailing Address: 2112 SUNVIEW DR #2112  
 CHAMPAIGN, IL, 61821

### Your Agency

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

### Review 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.

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**ANSWER:** N/A

☐ "I declare that this statement of economic interests (including any accompanying schedules and statements) 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 shall be a fine

not to exceed \$1,000 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  
<http://www.madisonvotes.com/>  
(618) 296-6290

JOHNISEE, RHONDA

Filing Date: 3/21/2019

10:32:49 AM

### Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	OCLC SR ACCOUNTANT

### 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

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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



## Statement of Economic Interests

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

PAARLBERG, ROBERT

Filing Date: 3/21/2019 3:32:39 PM

### Your Agency

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

### 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: Name of Professional Organization: ISRESEARCH Type of Professional Organization: Other Type of Professional Organization Other: TECHNOLOGY Role: Officer Address 1: 12 HADFIELD LANE City: CASEYVILLE State: IL Zip: 62232-1823

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 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: Professional Service: Consultant Nature of Entity: Corporation

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



## Statement of Economic Interests

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

Filer: WEST, SANDRA

Filer ID: 3012

Filer Mailing Address: 4083 PRIVATE RD 25 PINCKNEYVILLE, IL, 62274

### Your Agency

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

### Review 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

☒ "I declare that this statement of economic interests (including any accompanying schedules and statements) 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 shall be a fine not to exceed \$1,000 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  
<http://www.madisonvotes.com/>  
 (618) 296-6290

ZUMWALT, SARA

Filing Date: 3/21/2019 8:15:21 AM

### Your Agency

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

### 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 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



## Statement of Economic Interests

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

GREVE PENROD, SHANDI

Filer ID: 5015

Filing ID: 14906

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

Filing Date: 4/12/2019 9:24:19 AM

### Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	MARKETING 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:** **Real Property Principal:** OWNS 25% OF A COMMERCIAL RENTAL PROPERTY (NO RENTAL INCOME COMES TO US) **Real Property Description:** 330 BARGRAVES BLVD, TROY, IL 62234 **Parcel Identification Number:** 09-2-22-05-19-401-013

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:** **Indebted with Anyone doing Business:** PNC BANK - CAR LOAN APPROX. \$7,200

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



## Statement of Economic Interests

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

STONE, SHELLEY

Filer ID: 4748

Filing ID: 12883

Filer Mailing Address: 2820  
N 13TH ST HERRIN, IL, 62948

Filing Date: 3/20/2019  
2:11:33 PM

### Your Agency

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

### 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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## Statement of Economic Interests

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

CARTER, STACEY

Filer ID: 4364

Filing ID: 12862

Filer Mailing Address: 2310

E MOUND RD DECATUR, IL,

62526

Filing Date: 3/20/2019

2:02:51 PM

### Your Agency

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

### 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:** Unit of Government: Title: IDOC LIBRARIAN

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



## Statement of Economic Interests

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

BUSHONG, STACIE

Filer ID: 3662

Filing ID: 12861

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

Filing Date: 4/2/2019 10:07:22 AM

### Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	EXEC ASST

### 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 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





## Statement of Economic Interests

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

PALMER, SUSAN

Filing Date: 3/29/2019 2:12:05 PM

### Your Agency

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

### 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



## Statement of Economic Interests

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

PENNINGTON, SUSAN

Filing Date: 3/27/2019 9:58:16 AM

### Your Agency

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

### 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



## Statement of Economic Interests

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

**HUBERT, ATHENA**

**Filer ID:** 4464

**Filing ID:** 12870

**Filer Mailing Address:** 440 CARROLL DRIVE  
 PONTOON BEACH, IL, 62040

**Filing Date:** 3/20/2019 1:21:47 PM

### Your Agencies

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

### 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

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**ANSWER:** N/A



## Statement of Economic Interests

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

**BROWN, TROY**

**Filing Date:** 3/20/2019 12:57:24  
PM

### Your Agency

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

### 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.

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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





## 4.10 Copy of Board Ordinance Required by Section 70-5 of Ethics Act [5 ILCS 430]

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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.

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

ATTEST:

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



## 4.11 Certification Indicating Review and Compliance of Board with Illinois Statutes

Legal Statute	Citation	Melanie Allen	Geoff Bant	Stacey Carter	Gary Denu	Janet Jenkins	Tina Hubert	Janet Jenkins	Gary Jones	Bev Obert	Robert Paarlberg	Susan Pennington	Mary Smith	Charlene Topel	Sandy West	Sharon Yearwood	Sara Zumwalt
OMA	5 ILCS 120	X	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	X
IL PUBLIC LABOR RELATIONS ACT	5 ILCS 315	X	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	X
LOCAL RECORDS ACT	50 ILCS 205	X	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	X
PUBLIC FUNDS DEPOSIT ACT	30 ILCS 225	X	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	X
IMRF	40 ILCS 5/Art. 7	X	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	X
IL LIBRARY SYSTEM ACT	75 ILCS 10	X	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	X
IL HUMAN RIGHTS ACT	775 ILCS 5	X	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 15<sup>th</sup> to be counted. In the event of a tie, a subsequent election to break the tie will be announced no later than April 25<sup>th</sup>. 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*