



## OFFICE OF THE SECRETARY OF STATE

ALEXI GIANNOULIAS • Secretary of State and State Librarian

**ILLINOIS STATE LIBRARY**  
Gwendolyn Brooks Building  
300 South Second Street  
Springfield, Illinois 62701-1796

February 28, 2023

Ms. Leslie Bednar, Executive Director  
Illinois Heartland Library System  
Edwardsville Service Center  
6725 Goshen Road  
Edwardsville, Illinois 62025-7707

Dear Leslie,

The Illinois State Library has reviewed the Illinois Heartland Library System's Employee Handbook. As a result, the Employee Handbook is approved as submitted. The revisions clearly align with the System's objectives and standards.

We commend you for updating your handbook to align with statute, clarifying wording, and adding an important policy on identity theft.

Sincerely,

A handwritten signature in blue ink, appearing to read "Greg McCormick".

Greg McCormick, Director  
Illinois State Library

cc: Joshua Short, Board President

GM:ldg