



LAKE BLUFF PUBLIC LIBRARY

123 E. Scranton Ave. • Lake Bluff, IL 60044
Phone: 847-234-2540 • Fax: 847-234-2649
www.lakeblufflibrary.org

Regular Meeting of the Board of Library Trustees **Tuesday, June 17, 2025 at 7:00 PM** 123 East Scranton Avenue, Lake Bluff, Illinois 60044

The in-person meeting will be simulcast for any members of the public who do not wish to attend the meeting in-person at the Lake Bluff Public Library building. Questions related to the agenda can be sent before or during the meeting to Library Director Natalie Starosta at nstarosta@lakeblufflibrary.org. The meeting will be recorded and the recording made available through the Library's website. Contact Natalie Starosta at 224-332-2097 or nstarosta@lakeblufflibrary.org with questions.

NOTICE: Members of the public may attend in-person or participate remotely in the meeting via Zoom

Topic: Regular Board Meeting

Time: June 17, 2025 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

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Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Additions and Corrections to the Agenda**
- 5. Members of the Public to Address the Board**
- 6. Consent Agenda**
 - Minutes from the Regular Board Meeting of May 20, 2025
 - Minutes from the Community Engagement Meeting of April 19, 2024
 - Minutes from the Special Topics (Fin, Tech, HR) Meeting of April 18, 2024
 - Minutes from the Bylaws Meeting of March 7, 2024
 - Minutes from the Technology Committee Meeting of February 15, 2024
 - Minutes from the Finance Committee Meeting of February 15, 2024
 - Minutes from the Building & Grounds Committee Meeting of December 13, 2023
 - Amended Minutes from the Building and Grounds Committee Meeting of September 22, 2023
 - Minutes from the HR Committee Meeting August 28, 2023
 - Minutes from the Technology Committee Meeting of August 10, 2023
 - Minutes from the Finance Committee Meeting of August 10, 2023
 - Minutes from the Bylaws Committee Meeting of July 13, 2023
 - Minutes from the HR Committee Meeting of June 12, 2023

- n. Meeting from the Special Topics meeting February 13, 2023
 - o. Minutes from the Community Engagement Committee Meeting of June 20, 2022
 - p. Minutes from the Campaign Committee Meeting of May 18, 2022
 - q. Minutes from the Special Meeting of April 7, 2022
 - r. Minutes from the IGA Meeting of January 11, 2022
- 7. Library Director Updates**
- a. Library Director's and Managers' Monthly Report
 - b. May 2025 Statistics Reports
- 8. Financial Reports**
- a. ACTION: Approve May 2025 Revenue and Expenditure Report
 - b. ACTION: Approve May 2025 Check Disbursement Report (Nos. 16511-16581)
- 9. Committee Reports**
- (Met)**
- (Did Not Meet)**
- a. Finance and Technology Committee (**CHAIR: Hayes MEMBERS: Shaul, Zaute**)
 - b. Human Resources Committee (**CHAIR: Graziano MEMBERS: Jerch**)
 - c. Building and Grounds Committee (**CHAIR: Jerch MEMBERS: Jardine, Shaul**)
 - d. Bylaws & Policy Committee (**CHAIR: Friedeman Members: Zaute**)
 - e. Engagement Committee (**CHAIR: Jardine MEMBERS: Graziano**)
 - f. Long Range Planning Committee (**CHAIR: Shaul MEMBERS: Friedeman**)
- 10. New Business**
- a. ACTION: Oath of Office for Appointed Trustees
 - b. ACTION: Appointment of Secretary's Audit Committee for FY2024/2025 (2 Trustees)
 - c. DISCUSSION: Committee Appointments and Meeting Dates
 - d. DISCUSSION: Allocating One Parking Space in the Staff Parking to the Museum Docent During Construction
- 11. Library Correspondence and Communications**
- a. Comment Cards
- 12. Closed Session Pursuant to section _____**
- 13. Return to Open Session**
- 14. Adjournment**

Upcoming Board Meeting

- July 1, 2025 at 7:00PM (Committee of the Whole)
- July 15, 2025 AT 7:00PM



**Lake Bluff Public Library
Library Board of Trustees Meeting**

Tuesday, May 20th at 7 PM

123 E. Scranton Avenue, Lake Bluff, Illinois 60044

Notice: This meeting of the Lake Bluff Library Board of Trustees was held with a quorum of Trustees physically present. The meeting was simulcast for any members of the public who did not wish to attend the meeting in-person at the Lake Bluff Public Library building. Guidelines and access codes were published before the meeting so members of the public could log in. The meeting was recorded, with the recording made available through the Library's website. As required by law, at least one representative from the Library was present at the Library while participating in the meeting.

1. **Call to Order:** Board President Bonnie Shaul called the meeting to order at 7:00 pm.
2. **Roll Call:** Trustees Shaul, Jerch, Heck, Jardine, Reidy and Friedeman were present. Library Director Natalie Starosta and Eliza Jarvi were also present, Jillian Chapman attended remotely.
3. **Additions & Corrections to the Agenda:** There was none.
4. **Opportunity for Public to Address the Board:** There was none.
5. **Consent Agenda:** Trustee Friedeman moved to approve the items on the consent agenda; Trustee Jerch seconded. Trustee Shaul, Jerch, Jardine & Friedeman voted aye. Trustees Reidy & Heck abstained.
6. **Library Director Updates:** Library Director Natalie Starosta provided an overview of April 2025 happenings at the library and monthly usage statistics, including sprinkler head replacement, a revised budget submitted to the state for the accessibility grant to be used for asbestos remediation and updated heat maps to include elevator usage counts for more accurate depiction of building usage by patrons who bypass the door counter. In addition, Library Director Starosta was able to clear out and close the off-site storage unit that was housing records that were eligible to be destroyed.
7. **March & April 2025 Financial Reports**
 - a. Trustee Jerch moved to approve the March 2025 Detailed Revenue & Expenditure Reports, Trustee Jardine seconded; Trustees Shaul, Jerch, Jardine & Friedeman voted aye. Trustees Heck & Reidy abstained.
 - b. Trustee Jardine moved to approve the April 2025 Detailed Revenue & Expenditure Reports, Trustee Friedeman seconded; Trustees Shaul, Jerch, Jardine & Friedeman voted aye. Trustees Heck & Reidy abstained.
 - c. Trustee Jerch moved to approve the April 2025 Monthly Check Disbursement Report with checks numbered 16492-16511, Trustee Jardine seconded; Trustees Shaul, Jerch, Jardine & Friedeman voted aye. Trustees Heck & Reidy abstained.
8. **Committee Reports:** There were no committee meetings since the last Board meeting. The Board is voting on a proposal for a Committee of the Whole structure moving forward.
9. **New Business**



- a. **Swear in Newly Elected Trustees:**
 - i. Trustee Reidy recited her Board Member Oath of Office, which was administered by Board President Shaul.
 - ii. Trustee Heck recited her Board Member Oath of Office, which was administered by Board President Shaul.
 - iii. Trustee Shaul recited her Board Member Oath of Office, which was administered by Board Secretary Friedeman.
- b. **Personnel Manual Update:** Trustee Friedeman moved to approve the revised Personnel Manual, Trustee Reidy seconded; all voted aye.
- c. **Bylaws Committee of the Whole:** Trustee Jerch moved to approve the revised Board Bylaws to include a Committee of the Whole structure, Trustee Jardine seconded; all voted aye.
- d. **Resolution Honoring Trustee Janie Jerch:** Trustee Friedeman moved to approve the resolution to recognize Trustee Jerch for 10 years of dedication to the Library Board; Trustee Reidy seconded. All voted aye.
- e. **Appointment of Board President:** Trustee Jerch moved to appoint Trustee Friedeman as the President of the Board of Trustees; Trustee Shaul seconded. All voted aye.
- f. **Appointment of Slate of Officers (Vice President, Treasurer, Secretary):** Trustee Jerch moved to appoint Trustee Shaul as the Treasurer, Trustee Jardine as the Vice President, and Trustee Heck as Secretary; Trustee Friedeman seconded. All voted aye.
- g. **Duties and Responsibilities of the Board and Director workshop by Deiters & Todd Consulting:** The Board discussed the proposed Board workshop from Deiters & Todd and will consider it for the July Committee of the Whole agenda.
10. **Library Correspondence & Communications:** Library Director Natalie Starosta provided an overview of Library correspondence, including comment cards.
11. **Executive Session(s) section 2(c)(3) Selection of person to fill public office:** Trustee Jerch moved to enter closed session at 8:03 pm; Trustee Jardine seconded. All voted aye. Trustee Jerch moved to end closed session and re-enter open meeting at 9:09 pm; Trustee Friedeman seconded. All voted aye.
12. **New Business as a result of Closed Session**
 - a. **Appoint and swear in new Library Trustee(s):** Trustee Jerch moved to nominate Joseph Kearney and Brian Sobolak to the vacant Trustee positions for a two-year term (FY2026 and FY2027); Trustee Heck seconded. All voted aye.
13. **Any and all other business which may properly come before the Board:** There was none.
14. **Adjournment:** Trustee Jerch moved to adjourn the meeting at 9:22 pm, Trustee Reidy seconded; all voted aye. The meeting adjourned at 9:22 pm.

Respectfully submitted,
Alexandra Friedeman
Secretary

**Lake Bluff Public Library
Engagement Committee Meeting Minutes
Friday, April 19, 2024 at 4pm
123 E. Scranton Ave, Lake Bluff, IL, 60044**

Notice: This meeting of the Lake Bluff Library Board of Trustees was held with a quorum of Trustees physically present. The meeting was conducted with two attending Trustees physically present. As required by law, at least one representative from the Library was present at the Library while participating in the meeting.

- 1. Call to Order:** Trustee Jardine called the meeting to order at 4:07 p.m.
- 2. Roll Call:** Trustee Jardine, Trustee Graziano, Director Grassi
- 3. Public Comment:** None present
- 4. Approve Minutes from March 15, 2024:** Jardine moved to approve, Graziano seconded and all voted aye.
- 5. New Business**
 - A. Lions Club Presentation and Donation Request on May 8, 2024:** Jardine and Grassi to meet to discuss the presentation and prepare.
 - B. RAILS "My Library Is..." Grant Award for Community Engagement and Next Steps**
 - C. Public Engagement Sessions for Master Plan**
 1. Open Houses with Architects (drop-in)
 2. Focus Group and Tour Events (registration? Invite only?) - How can we spread the word for these events- signboards, bookmarks, social media..
 3. Identify list of community stakeholders for surveys and other community - Jenny to draft a letter for trustees and spreadsheet so they can input their contacts/groups and create a working list of contacts.
- 6. Working Meeting Portion:** Jardone and Graziano reviewed the onboarding packet. It was decided that the onboarding packet would be put on hold for the time being.
- 7. Adjournment:** Jardine moved to adjourn and Graziano seconded: all voted aye. Meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Jenny Graziano

Lake Bluff Public Library
Combined Human Resources and Finance/Technology Committee Meeting Minutes
Thursday, April 18, 2024 at 7 pm
123 E. Scranton Ave, Lake Bluff, IL, 60044

1. **Call to Order:** Committee Chair Graziano called the meeting to order at 7:01 pm.
2. **Roll Call:** Members Graziano, Shaul, Jerch, Zaute, and Library Director Grassi were present. Hayes was absent.
3. **Public Comment:** There was none.
4. **Approve Minutes:**
 - a. Finance Meeting Minutes from Feb. 15, 2024: Shaul moved and Zaute seconded; all voted aye.
 - b. Technology Meeting Minutes from Feb. 15, 2024: Shaul moved and Zaute seconded; all voted aye.
 - c. HR Meeting Minutes from March 22, 2024: Jerch moved and Graziano seconded; all voted aye.
5. **Executive Session:**
 - a. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (21)
 - b. To discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1)
 - c. Graziano moved to enter Executive Session; Shaul seconded; all voted aye, and Grassi left the meeting. ES began at 7:12. Jerch moved to end the Executive Session; Zaute seconded; all voted aye. ES ended at 8:10.
 - d. Grassi returned to the meeting. Shaul made the offer that had been determined by the joint committees, along with a hearty thank you to Grassi for her excellent stewardship since becoming our Director in January 2023. Grassi accepted the offer.
6. **The Finance/Tech Committee Meeting:** Jerch and Graziano left the meeting and the Finance/Tech portion of the meeting began. Shaul finished the minutes of that portion of the meeting.

Respectfully submitted,

Janie Jerch



Lake Bluff Public Library

Bylaws & Policy Committee Library Board of Trustees Meeting

Thursday, March 7th, 2023 at 7:00 PM

123 E. Scranton Avenue, Lake Bluff, Illinois 60044

Notice: The bylaws and policy committee meeting of the Lake Bluff Library Board of Trustees was held with a quorum of Trustees present. The meeting was conducted with all committee members attending in person. Guidelines and access codes were published before the meeting so members of the public could log in. As required by law, at least one representative from the Library was present at the Library while participating in the meeting.

1. **Call to Order:** Trustee Friedeman called the meeting to order at 7:08 pm.
2. **Roll Call:** Trustees Zaute and Friedeman were present. There was a quorum of Trustees. Library Director Renee Grassi was also present.
3. **Public Comment:** There were none.
4. **ACTION: Review and Approve Minutes from February 6, 2024**
 - a. Trustee Zaute moved to approve the minutes from the Bylaws & Policy Committee meeting on February 6, 2024; Trustee Friedeman seconded. All voted aye.
5. **New Business:**
 - a. **Follow-up from Library Board Retreat:** The committee discussed takeaways from the Board Retreat that were relevant to the Bylaws & Policy committee, including a review of the Financial Policies (MNG-4). The committee will research peer and comparable libraries to inform suggested revisions to the Financial Policies. Trustee Zaute will report back with a summary of the libraries previously canvassed to discuss at the next committee meeting.
 - b. **Timeline of Special Topics Committee Final Report and timeline for updating Use of Library-Provided Personal Computers Policy:** Library Director Grassi provided an update on the Special Topics Committee, which will convene next week to review the summary report. The committee will bring the report to the next Board meeting, after which the computer policy can be reviewed and updated.
 - c. **Revise Governance and Organizational Structure Policy, GOV-1: Location & Hours and GOV-1.6 Board Committees:** The committee discussed changes to the Operating Hours and Board Committees sections of the Governance policy. The committee drafted revisions that include changes to reflect the operating hours as of January 1, 2024, combining the Finance and Technology Committees and updating committee descriptions to be in compliance with practice. The Trustee Zaute moved to approve the amendments of GOV-1 and GOV-1.6 for presentation to the full Board for approval at the March meeting; Trustee Friedeman seconded. All voted aye.
 - d. **Consideration of Gift Ban Policy:** The committee reviewed the relevant statute and other library policies. Director Grassi will send sample policies to the committee to consider and revisit at the next meeting.



- e. **Review Sample Compensation Philosophy and Policy from HR Source's Final Report to consider revisions to Library's Personnel Policy – Section 4: Employment and Compensation.** The committee reviewed the sample compensation policy provided by HR Source. The committee recommended adding a separate policy section dedicated to compensation, removing "and Compensation" from the Section 4 title, and revise subsection 4.11 Performance Reviews. Library Director Grassi will revise based on this feedback and bring it back to the committee at the next meeting.
- 6. **Executive Session:** There was none.
- 7. **Any and all other business that may properly come before this committee**
- 8. **Adjournment:** Trustee Zaute moved to adjourn, Trustee Friedeman seconded; all voted aye. The meeting adjourned at 8:05 pm.

Respectfully submitted,
Alexandra Friedeman, Secretary

LAKE BLUFF PUBLIC LIBRARY
123 E. Scranton Ave
Lake Bluff, IL 60044

Meeting Minutes: Technology Committee

Date: Thursday, Feb 15, 2024

Call to Order: 8:43pm

Roll Call: Trustees Zaute, Hayes and Shaul present with Director Grassi.

Public Comment: None

New Business:

Library Computers – There are 7 public computers and approximately 15 staff computers. Five of these are over 10 years old (purchased in 2012) and they run Windows 7, which MicroSoft (MS) no longer supports. Other remaining computers were almost 5 years old. The useful life of a computer is typically 3 years and each costs approximately \$1,500 with MS software suite. Thus, Director Grassi is working to identify technology grant opportunities to cover the total estimated cost of \$30,000.

Illinois Department of Commerce and Economic Opportunity Grant (IL DCEO) - The vast majority of this grant will be used to fund safety and security measures at the Library. CVI has already completed an onsite visit with Director Grassi and our Head of Adult Services and Technology. This system will include the following elements for the Library: interior and exterior security cameras, badged entry for doors, paging system and a server and software to support the entire system. CVI will provide a written quote shortly.

Final Report from Ad Hoc Committee – The report on lessons learned from patron Computer Use violation will be used to inform and update the Computer Use Policy.

Executive Session: None.

Any and all Other Business: The Technology Committee has requested that the Bylaws and Policy Committee modify the Library Board committee structure to combine the Finance and Technology committees.

Adjournment: Hayes motioned and Shaul seconded the motion to adjourn at 9:15pm

Lake Bluff Public Library

123 E. Scranton Ave

Lake Bluff, IL 60044

Meeting Minutes: Finance Committee Meeting

Date: Thursday, February 15, 2024

Call to Order: 7:04pm

Roll Call: Trustees Hayes, Zaute and Shaul present with Library Director Grassi.

Public Comment: None

Review and Approve Minutes from Dec. 14, 2023: Shaul motioned, Zaute seconded. All voted aye.

ACTION: Vote to approve SECOND DRAFT of FY 2024-2025 Budget and Recommend to the full Board –

Director Grassi walked the board through the UPDATED proposed budget for next fiscal year. Format changes include adding Grant Expenditure line items to the budget. Line items with major changes included Revenues: District 65 and 115 Agreements, Interest Income and State PPRT Disbursements. And finally significant increases under Grants: Restricted Donations and Miscellaneous Grants. On the Expense side: Salaries (Librarian and Staff) as well as corresponding IMRF and Social Security contributions. Shaul motioned and Zaute seconded approval of the SECOND DRAFT FY 2024-2025. Roll call vote: all voted aye.

ACTION: Vote to approve the FY2025-2026 Draft Library Budget for the Biennial Budget Plan for the Village. The FY 2025-2026 DRAFT budget assumes a 5.0% PTELL increase over FY 24-25. Hayes motioned to approve, Zaute seconded; all voted aye.

Discussion:

PPRT – Delinquent PPRT disbursements from the Village in the amount of just under \$85,000 were transferred to the Library by the end of January 2024. Staff have recommended replacement of tables used in the Youth Activity Room. As this type of request may be of interest to the Friends, the request will be brought to them. The Finance Committee discussed the following priorities for investing the PPRT funds: Capital Plan (to include Facilities and IT), Municipal Advisor Support, Long Range Plan support.

Overview of Municipal Advisor Presentation - Director Grassi shared the slide deck Jamie (Meristem Advisors) has prepared for the February 24 Board Retreat.

March Finance Committee Meeting - Currently held planned Thursday, March 21st at 7pm. Shaul teed up the expectation that the Finance Committee would likely lead on the Library Board Retreat action items related to the future financial planning and goals of the Library.

Competitive Bidding/RFP Threshold – An IL General Assembly committee is expected to vote on increasing the requirements for Libraries to issue an RFP for competitive bidding from \$25,000 to \$35,000. Renee has provided a link so that all Library Board members can complete a witness slip. Additionally, Bonnie will draft a resolution for action on Tuesday Feb. 20, 2024.

Executive Session: None.

Any and all other business:

- A. Reminder: Financial Audit presentation now planned for March 2024 Monthly Board Meeting.
- B. Financial Accrual for earned and unused Employee PTO- It is currently estimated that 13% of all salary paid is paid out for leave (PTO, sick time, bereavement, etc.). As we continue to analyze monthly salary, Director Grassi will come back to the Finance Committee with a recommendation.

Adjournment: Zaute motioned and Shaul seconded the motion to adjourn at 8:41pm.

LAKE BLUFF PUBLIC LIBRARY

123 E. Scranton Avenue

Lake Bluff, Illinois 60044

NOTICE OF BUILDING AND GROUNDS COMMITTEE

The Building and Grounds Committee of the Lake Bluff Public Library Board of Trustees will meet in person for the purposes outlined below:

Lake Bluff Public Library Board of Trustees Meeting of Building and Grounds Committee Wednesday, December 13 at 7 PM in Spruth Room

Prior notification of intention to attend is not required but is appreciated. Questions related to the Library agenda can be sent before or shared in person during the meeting to Library Director Renee Grassi at rgrassi@lakeblufflibrary.org. For any other questions, contact at Renee Grassi at 847-234-2540.

AGENDA

I. Call to order: Trustee Jerch called the meeting to order at 7:00pm

II. Roll Call: Trustees Shaul, Jerch and Jardine were present. Library Director Renee Grassi and Eliza Jarvi Youth Services Manager as well as Shaun Kelly of Engberg Anderson Architecture

III. Public Comment-none

IV. ACTION: Review and approve minutes from Committee Meeting on October 4, 2023 minutes were approved by committee.

V. Presentation: Implementing Menstruation Products at Lake Bluff Public Library: Eliza Jarvi, Youth Services Manager and Renee Grassi, Library Director - Eliza made a proposal regarding offering feminine hygiene products in all bathrooms in the library. The company Aunt Flow offers eco-friendly products including tampons and sanitary pads. Installation and maintenance will be done by the maintenance crew. This is currently happening in other libraries. Installation costs from \$75.00-\$100.00/hour. Shaul asked about impact during the renovation and Eliza assure her that would not be a problem. It follows universal design and accessibility.

VI. Presentation: Site Evaluation and Accessibility Final Report, Shaun Kelly, Engberg Anderson Architecture

VII. Discussion of Scope of Work with Priority Energy for Air Quality Testing-Defer to next meeting

IX. Library Director Updates-Defer to next meeting

- a. Exterior Lighting: Application for Architectural Review Board mtg due 12/19
- b. Building and Grounds Project Manager status of job posting
- c. Building projects on hold until 2024 and/or spring
 - a. Clean gutters
 - b. Paint exterior wood siding on south side of the building
 - c. Outdoor sprinkling system assessment
 - d. Window cleaning
 - e. Install new display panels in Adult Services
 - f. Order and install new toilet

X. Executive Session- Deferred until next meeting.

All regular meetings and committee meetings of the Lake Bluff Board of Library Trustees are open to the public. If you wish to attend the December 13, 2023 meeting and have special requirements as outlined in the Americans with Disabilities Act, please notify the Library Director Renee Grassi by 9 am on December 3, 2023.

- a. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (21)
- b. To discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1)

XI. Any and all other business that may properly come before this committee

XII. Adjournment-Trustee Jerch called for meeting to be adjourned at 9:13.

Lake Bluff Public Library
Building and Grounds Committee Meeting
Friday, September 22, 2023, at 1 PM
123 E Scranton Avenue, Lake Bluff, IL 60044

1. Call to Order: Jerch called the meeting to order at 1:02 pm.

2. Roll Call: Jardine, Jerch, Shaul, Grassi, and Library Foundation President Meierhoff were present.

3. Public Comments: There were none.

4. Library Updates:

- Building Project Manager position not yet posted.
- Grassi received a quote form CVI installation and equipment to provide security cameras and perimeter/doorway control in the amount of \$32,258, however, the quote is only good for 20 days from its Sept. 14 date of issue.
- We added fire safety and possible updates of the sprinkler system to our building needs list.
- Are some of these life safety issues, therefore eligible for grants? Friedeman will investigate.

5. Foundation Update: Meierhoff gave a brief history of the Library Foundation, formed in 2019 by former Library Director Eric Bailey, former trustee Cal Stroh, and Meierhoff. Lake Bluff resident Jon Heintzelman and his development consulting firm were hired to plan a capital campaign, a kickoff fundraiser was held in November of 2019, then the pandemic arrived and everything stalled. Two development coordinators were hired in succession and left as things stalled, with the exception of a sizable gift from Cal Stroh for the Stroh Reading Room. Currently, Meierhoff is President, Heintzelman is Vice President, and Jerch is Secretary/Treasurer. Meierhoff wants to limit her involvement to one more year. Shaul and Grassi can be members of the board (Shaul would have voting privileges, Grassi would not), and new board members would be recruited.

The Foundation needs to have a solid goal before continuing. We need to articulate why funds are needed and what they will go toward. We need a proposal with a WOW factor that will get people excited.

6. Joint Planning: Some immediate tasks include reaching out to Lake Forest Bank and Trust (Wintrust Bank) again before the end of October, a spring 2024 garden walk, a Foundation Trivia Night for fall of 2024, and an exclusive group (Club 24?) of 100 community members, who will be asked to donate \$1000 each, beginning in January 2024. We could investigate matching funds from employers and/or local banks, and begin in January 2024. This plan will be tabled until we have a compelling proposal and firmer plans.

7. Executive Session: There was none.

8. Any and all other business which may properly come before the Board: There was none.

12. Adjournment: Shaul moved and Jerch seconded a motion to adjourn; all voted aye. Meeting was adjourned at 2:46 pm.

Respectfully submitted,

Janie Jerch

Lake Bluff Public Library
Human Resources Committee Meeting Minutes
Monday, August 28, 2023 at 7 pm
123 E. Scranton Ave, Lake Bluff, IL, 60044

1. **Call to Order:** Committee Chair Graziano called the meeting to order at 7:00 pm.
2. **Roll Call:** Members Graziano, Shaul, Jerch, and Library Director Grassi were present.
3. **Public Comment:** There was none.
4. **Executive Session:**
 - a. To discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1) Shaul moved to enter Executive Session; Jerch seconded; all voted aye, and Grassi left the meeting. ES began at 7:01. Jerch moved to end the Executive Session; Shaul seconded; all voted aye. ES ended at 8:02 and Grassi rejoined the meeting.
5. **Discussion of Final Steps in Director's Evaluation Process:** The committee will meet tomorrow evening, August 29, to finalize the process.
6. **Any and all other business that may properly come before this committee:** Grassi reported that the Youth Services Librarian position was posted internally and that one candidate will be interviewed this week; also, there is a scheduled session with a therapy dog on Wednesday for staff stress reduction.
7. **Any and all other business that may properly come before this committee:** There was none.
8. **Adjournment:** Jerch moved to adjourn; Shaul seconded; meeting adjourned at 8:22 pm.

Respectfully submitted,

Janie Jerch

Lake Bluff Public Library

123 E. Scranton Ave

Lake Bluff, IL 60044

Meeting Minutes: Technology Committee Meeting

Tuesday, Aug. 10, 2023 @ 8:00pm

Call to Order: 8:42pm

Roll Call: Trustees Hayes and Shaul present with Library Director Grassi. Trustee Zaute was absent

Public Comment: None

Discussion of Amending Committee Structure: Given the interest in identifying efficiencies in our committee work, and that many organizations have IT reporting into Finance, it was recommended that the Finance and Technology Committee be combined into a single Finance & Technology Committee. This will be voted on by the full Board of Trustees at the August monthly meetings.

Acquisition of new copiers for staff and public – Two proposals to lease copiers (1 of staff use and one for public use) were reviewed. The Impact proposal was selected, based on service level and service hours for further negotiation and proposal to the full Board @ the Aug. meeting and if supported will go to Bylaws and Policy Committee.

Discussion of Security Cameras for the Library: Dir. Grassi compiled vendor names from nearby libraries. There are at least eight different vendors in use and CVI, who provided computer to support to LBPL as provides security cameras and service.

Director Updates about Deferred Technology Costs

- a. Staff Laptops (qty. 5) have been purchased with the support of the Friends of the LBPL.
- b. No funding is currently available to offer wireless printing, cloud-based file storage, MS 365 software or MS Teams (for staff only).

Executive Session: None.

Any and all other business: None.

Adjournment: 9:23pm.

Lake Bluff Public Library

123 E. Scranton Ave

Lake Bluff, IL 60044

Meeting Minutes: Finance Committee Meeting

Tuesday, Aug. 10, 2023 @ 7:00pm

Call to Order: 7:02pm

Roll Call: Trustees Hayes and Shaul present with Library Director Grassi. Trustee Zaute was absent

Public Comment: None

Election of Chair of Finance Committee: Shaul nominated Hayes and Hayes accepted.

Director Reflections on FY 2023 - 2024 Budget Priorities: Director Grassi mentioned that the highest priorities for funding this year are the building maintenance and repair projects as well as staffing.

Discussion of Building Maintenance Personnel Needs and Funding – During Director Grassi's first six months, repair and maintenance of the building and grounds (B&G) has taken up an inordinate amount of her time. The staff person responsible for overseeing building maintenance retired from the library over 18 months ago and was not replaced. Thus most B &G projects have been deferred. In order to address the myriad of projects (security cameras, indoor and outdoor electrical, brick and concrete masonry, lobby door repair, furniture installation, etc.) the committee recommended the following for the full board to consider at the Aug. Board Meeting: Approval of \$50,000 to be used from the general fund (aka 'reserve'), the current balance of which is in the neighborhood of \$420,000.

Review of YTD Salary Budget Spending: Director Grassi compiled an analysis which showed YTD Salary Budget spending has been impacted primarily by a high amount of PTO carried over from 2022 into 2023 as well as the 6% salary increase effective May 1, 2023.

Director Updates:

- a. **Introduction to Library Levy Planning** - Dir. Grassi mentioned that many peer libraries begin their levy discussions and budgeting process in the calendar quarter 3. In 2023, this process started in calendar quarter 1, when Director Grassi started in her new role.
- b. **Village Inquiry re: Personal Property Replacement Tax (PPRT)** - At Director's University, Dir. Grassi learned of PPRT, a mechanism by which many peer libraries receive incremental funding from their local municipalities. She requested more info from Drew Irwin @ Lake Bluff Village.

Executive Session: See separate notes

Any and all other business: None.

Adjournment: 8:41pm.



Lake Bluff Public Library
Library Board of Trustees Meeting
Thursday, July 13 2023 at 7 PM
123 E. Scranton Avenue, Lake Bluff, Illinois 60044

Notice: The bylaws and policy committee meeting of the Lake Bluff Library Board of Trustees was held with a quorum of Trustees present. The meeting was conducted with all committee members attending remotely via electronic means. Guidelines and access codes were published before the meeting so members of the public could log in. As required by law, at least one representative from the Library was present at the Library while participating in the meeting.

1. **Call to Order:** Library Director Renee Grassi called the meeting to order at 7:07 pm.
2. **Roll Call:** Trustees Graziano, Zaute and Friedeman were present. There was a quorum of Trustees. Library Director Renee Grassi was also present.
3. **Review and Discuss Proposed FY23-24 Goals for Committee:** Trustee Friedeman introduced the Bylaws & Policy Tracker as a tool for tracking existing policies, priority areas and revision timelines. Director Grassi presented draft goals for the Bylaws & Policy Committee for FY2, which included (1) Restructure library website with policy information, (2) Determine prioritized list of policies to review and revise to propose to the Board for FY24, (3) Develop a rotating schedule of policy review for all policies and (4) Develop a procedural document for policy research, revision, creation and approval in collaboration with library employees & director. The Committee agreed to bring the draft goals to the full Board for review and formal adoption, if approved.
4. **Review List of Library Policies and Spreadsheet:** Trustees reviewed the list of policies in the policy tracker.
5. **Review and Discuss Prioritized Policies for FY23-24 and Determine Next Steps:** Trustees reviewed the list of policies flagged as high priority, including: Personnel, Collection Development, Computer Use, User Conduct, Use of Library-Provided Wireless Network and Reconsideration of Library Materials policies. Trustee Friedeman will analyze the Personnel Policy and Trustee Graziano will analyze the Collection Development policy to identify a timeline of section review, areas for staff input and proposed next steps for revising each section. Trustee Zaute will review the Computer Use Policy with the findings from the Special Topics Committee and feedback from the Tech Committee. Director Grassi will continue to draft proposed edits for User Conduct Policy based on library staff input to bring to a Board meeting in August or September. The Committee determined that Personnel and Collection Development policies are the next policies up for review and revision, closely followed by the Reconsideration of Library Materials policy which is related to Collection Development. The Committee will plan to review the Personnel and Collection Development Policy plan, as well as the Computer Use Policy at the next monthly committee meeting.
6. **Any and all other business that may properly come before this committee:** The committee discussed scheduling for the next meeting in August with a date to be determined.



7. **Adjournment:** Trustee Friedeman moved to adjourn, Trustee Zaute seconded; all voted aye. The meeting adjourned at 8:23 pm.

Respectfully submitted,

Alexandra Friedeman
Secretary

Lake Bluff Public Library
Human Resources Committee Meeting Minutes
Monday, June 12th, 2023 at 6 pm
123 E. Scranton Ave, Lake Bluff, IL, 60044

Notice: This meeting of the Lake Bluff Library Human Resources Committee was held without participants physically present. All participants attended remotely via electronic means. This method is authorized by Executive Order of the Governor (COVID-19 Executive Order No. 5, March 16, 2020).

1. **Call to Order:** Director Renee Grassi called the meeting to order at 6:04 pm.
2. **Roll Call:** Members Graziano, Shaul and Jerch were present.
3. **Approval of Minutes from May 2, 2023 meeting:** Shaul said that the executive session notes should be removed from the minutes, and that the initial 'C' should be removed from her name. She then moved moved to accept the amended minutes of the HR meeting of May 2, 2023; Jerch seconded; all voted aye.
- 3.5. **Election of a Chairperson:** Jerch nominated Graziano and Shaul seconded the nomination. Graziano graciously accepted; all voted aye.
4. **Discussion of Draft of Letter to Trustees Regarding Recognition Fund:** Graziano had previously proposed the establishment of a fund, served by voluntary, anonymous donations from the Trustees, to be used for staff recognition and at the Director's discretion. Grassi noted that our hospitality budget is quite small, so another fund would be necessary to provide meaningful staff recognition. Any donations would be made to the Library and would therefore be tax deductible. Shaul suggested bringing a revised proposal to the Trustees in September for further discussion, to possibly be implemented in November. Shaul reached out to the Park District Executive Director John Bealer about the logistics of their Recognition Fund. She will have spoken with Mr. Bealer by the next HR meeting, and Graziano will have a revised proposal.
5. **Review of Library Director Evaluation Timeline:** Grassi's first 6 months will be completed July 3, so an August review, while problematic, makes the most sense just this one time. The next evaluation will be back on a regular schedule, to be done in March 2024.
6. **Review of Email Drafts for Library Director Evaluation:** Evaluations by department managers will include the timeline for this one-off evaluation. Graziano will provide HR committee members with overview of evaluation forms for staff, managers, and trustees; please submit edits by June 15. Graziano asked Grassi to set up a board/HR email address to facilitate the process. Please submit edits to email correspondence by 6/27 to Grassi.
7. **Discussion and Final Review of Library Director Evaluation Forms:** Details of Library Director self-evaluation, Trustee evaluation of LD, Library Manager evaluation of LD, and Library Staff evaluation of LD were developed after looking at samples, listings of criteria, and scales.
8. **Review Draft of Library Director Job Description:** Discussion began at previous HR meeting; several suggestions were made to add items to the 'preferred qualifications' list, and discussions of years of experience, building management skills, and cooperation with other Village organizations were also added. The finalized version is to be presented to the Board at the July meeting.

9. Updates from the Director:

a. Library staffing update: A summer intern was hired to help with the summer reading club. This was a paid position in the past, but no records of it existed; Grassi will integrate this into future budgets as a line item. (seasonal, average 20 hrs/wk, \$15/hr.) A new library associate job was posted last week; the position will be the same as existing associates' but with different hours.

b. HR Source Proposal and Scope of Work for Salary Benchmarking Project: Grassi reported signing a contract with "HR Source" to complete an analysis of our staff salaries, including benchmarking for all salaries. They will identify our peer libraries, using varied criteria. They will need job descriptions for all paid positions, which Grassi will provide. The analysis will begin in November. All concerned, including the Trustees, want to see the results and are committed to finding a way to bring us up to existing standards for salaries.

10. Any and all other business that may properly come before this committee: There was none.

11. Adjournment: Jerch moved to adjourn the meeting and Graziano seconded; all voted aye. Meeting was adjourned at 8:13 pm.

Respectfully submitted,

Janie Jerch

Lake Bluff Public Library
Special Topics Committee
Monday, February 13, 2023, 7 PM
Meeting via Zoom

Call to order: 7:05 pm

Attending: Trustees Kathy Meierhoff, Janie Jerch, Director Renee Grassi, Community member Claire Abrahamson, absent: Trustees Matt Zaute and Bonnie Shaul

Approval of minutes:

October 10, 2023 – motion to approve: KM, second JJ, all ayes

November 14, 2023 – motion to approve: KM, second CA, all ayes

November 17.2023 – motion to approve: CA, second KM, all ayes

Addition to agenda: Introduction of Director Grassi and recap of Committee work. The minutes referenced above recap the committee work to date. The reason for the lapse in meeting between Nov. 17 and Feb. 13 was the decision to wait for the permanent Director to be available to participate. During that time, computer locations were assessed and changes made followed by observations of staff.

Report from staff on new location of computers: Director Grassi

The staff feedback was based on comments from patron and observations of patrons as well as staff reactions:

some regular users had mobility issues – crowded if looking for movies, keeping an open walkway could be a challenge but is ADA compliant, line of sight for staff much improved from previous location, new location doesn't effect collection, electronic cords have to be managed, while line of sight to computers improved, some staff feels computers get in the way of patron greeting, the wood finish doesn't match current style of furnishings, some staff feel the new location is aesthetically unpleasant, infringes on patron privacy, will there be a new location for the circulation desk?

RG concluded that the current furniture placement is the 'best, worst solution". She stressed that these observations are anecdotal and observational and do not reflect all staff at all times.

RG also informed the committee that replacement of tables throughout the Library is a priority. Friends showed an interest of donation tables at their last meeting. An effort would be made to match the design of new furnishings in the Stroh Room for conformity and also for flexible use throughout the Library. A power table is a suggestion for the replacement for the current tables. RG will get a proposal from LFI (Library Furniture Inc) and share at a later time.

Patron reaction: not a lot of negatives, neutral, recognizing need to change from previous location, difficult to browse movie section

Policy Review – Trustees Matt Zaute and Bonnie Shaul reviewed computer use policy from Cook Memorial (Aspin Branch), Wauconda, and RG has knowledge of Deerfield, Glencoe: multiple policies on electronics, wireless access, general use, social network. KM asked how can we use all this information improve our policy? RG replied that staff working on review. RG recommends all policy should be reviewed on annual basis. LB Library should set a schedule to review all policy then maintain a review schedule. Libraries regularly can manage 2–3 policy review/year.

Recommendations for Computer Use Policy

RG led the discussion. Key points: policy needs to be readable, improve organization, improve length, eliminate duplication, not too specific, not too general.

Parent responsibilities policy needs to be clear.

Filters: CVI (Computers Vision Inc) our computer and internet management company, maintains our firewalls. Filters updated January 2023 in Youth Services. Youth filters block youth computers from accessing illegal or unethical content or explicit violence. Other filters block all users from certain security concerns. A current policy states that a filter can be removed by request. Would actually need a CVI ticket to accomplish. Not a

common policy. We do not filter adult computers. Adult computers not filtered.

What does the Committee do next?

- we should be clear that we do not filter adult computers and why
 - make clear the role of parents responsibilities,
 - review Child Policies
- Policy Review: Wireless Usage Network, Library User Conduct Policy, Computer Use, Safe Child Policy. This could take 2–3 months in collaboration staff, this Committee, Tech Committee, full Board. Not currently on the staff to do list.

Additional discussion: Privacy screens: affordable, backup protection method , could be in addition to other modifications, effectiveness depends on location of screen, staff walkabouts to observe usage, consider screens for sure if we switch to flat tables, screens hard to use for shared screen use, balance between user privacy and line of sight of staff, RG doesn't think this intervention needed.

What else to do?

RG: summary of work (use minutes), reason, goals, work so far, are goals achieved? Communication with patron, minutes of Committee, review of policy.

Report to whom? Board, Stakeholders – Patron, Village, Schools, Friends

Motion to plan summary: RG will frame motion based on agreement KM, JJ, CA – motion by KM, second JJ all ayes

No other business. Next meeting date not set.

Motion to adjourn 8:42 PM JJ, a second, all ayes.

Respectfully submitted,

Kathy Meierhoff

Lake Bluff Public Library
Community Engagement Committee Meeting Minutes
Monday, June 20, 2022, at 3:00 pm.
123 E. Scranton Ave, Lake Bluff, IL, 60044

Notice: This meeting of the Lake Bluff Library Community Engagement Committee was held without all participants physically present. Some participants attended remotely via electronic means. This method is authorized by Executive Order of the Governor (COVID-19 Executive Order No. 5, March 16, 2020).

1. **Call to Order:** Director Eric Bailey called the meeting to order at 3:04 pm.
2. **Roll Call:** Members Jerch, Graziano, Shaul, CE Coordinator Jillian Chapman, and Director Bailey were present.
3. **Election of Committee Chair:** Jerch nominated Graziano to continue as chair, Graziano seconded the nomination; all voted aye.
4. **Approval of Minutes:** Jerch moved and Graziano seconded a motion to approve the minutes of the June 30, 2021 meeting, all voted aye.
5. **Discussion of CE Committee goals for FY21-22:** We perused Chapman's document that listed last year's goals and the many accomplishments of the Outreach efforts in making our Outreach basket overflow with great programs. Having Chapman as our very creative, talented, and energetic CE Coordinator makes this committee's work easy!

The only goal not fully realized, that of collaborating with Library staff in a review of a potential volunteer program at the Library, was unfortunately impacted by the ongoing Covid-19 pandemic. Another goal, that of pursuing more multi-library virtual programming, was very successful this past year, but as pandemic concerns recede, the need for this kind of programming is also decreasing.

New goals for FY22-23 are as follows:

1. Identify and implement ways for the Trustees to more actively engage with the community,
 2. Collaborate with already established community events and programs,
 3. Collaborate with Library staff in a review of a potential volunteer program at the Library.
6. **Any and all other business which may properly come before this committee:** There was none.
 7. **Adjournment:** Jerch moved and Graziano seconded the motion to adjourn; all voted aye. Adjourned 3:34 pm.

Respectfully Submitted,

Janie Jerch

Community Engagement Committee Goals

2021 CEC Goals

Identify and implement ways for the Trustees to more actively engage with the community.

Staff Jillian Chapman and committee member Jenny Graziano have been working together to make the Board of Trustees more visible to the community.

Actions Taken:

- Jenny Graziano has been volunteering at community events such as Lake Bluff Farmers' Market, Movie Nights with the LB Park District and the Gorton Community Center, as well as helping out at the 125 Birthday Celebration for the Village of Lake Bluff. This helps promote awareness of the Board of Trustees and their involvement with the Library.
- Jenny Graziano sent out a webform to the Board of Trustees to collect information from the Board to create profiles on each member. Jillian Chapman will be took pictures of the Board of Trustees to help promote better visibility on the website. These images were sent to staff member Martha O'Hara and website designer Nicki Snoblin. They will update the Board of Trustees webpage with this information. Update: Board page has been fully updated with information about each individual board members, including their picture.

Pursue more multi-library virtual programming, which would allow for higher-profile events with more funding and more participants.

Events provided by Outreach Budget:

- Read Between the Ravines with Michelle Kuo on 4/7/ 2021
- Your City @Home partnership April-May, 2021
- MOBA – Museum of Bad Art June-July, 2021
- Long Shadow Movie Premier and Director Talk, June 21-28, 2021
- Live Q&A with Alex Latimer on June 8, 2021 (partnership with District 65)

Events provided by Adult Programming budget:

- Color of Law & Reversing Segregation w/Richard Rothstein on 10/13/2021
- An Evening with Madeline Miller Virtual Talk on March, 2022

In addition to these programs, Adult Programming will be joining the Illinois Libraries Present Initiative. It is a new cross-library, collaborative group that provides high-quality online events at equitable prices for participating member libraries of all sizes and budgets. This will provide great opportunity for other library partnerships. Known programs are:

- An Evening with Silvia Moreno-Garcia, January 2022
- An Evening with Jasmine Guillory, February 2022
- An Evening with Jenny Lawson, March 2022
- Illinois Libraries Present: Nick Offerman & Jeff Tweedy, April 2022
- Illinois Libraries Present: Jessamine Chan & Emily Malone, May 2022
- An Evening with Chef Kwame Onwuachi, June 2022
- An Evening with Michelle Zauner, June 2022

Other events provided by Outreach Budget:

- Read Between the Ravines with Maxine Bédard on April 4, 2022 (In-Person at the Gorton Community Center)

- Movie Night In-Person (LB Park District) on 6/25/21, 10/22/21, and upcoming event 10/21/22 (New Partnership)
- LB125 Quasquicentennial Birthday Party on 9/25/21 (New Community-wide Partnership) that has now grown into the **Lake Bluff Birthday Bash on 9/24/2022**
- Summer StoryWalk June 2021 and June 2022 (District 65/Lake Bluff Park District New Partnership)
- Fall StoryWalk September 2022 (LBES new event)
- Seed Swap at Elawa Farm 3/5/22 (new event)
- Flower Fest at Elawa Farm 7/23/22 (new event)

Collaborate with already established community events and programs.

- Movie Night In-Person (Gorton Community Center) on 8/20/21 and upcoming event on 8/19/2022 (New Partnership) *Movie Nights had been pre-established at the Gorton Community Center in the summer of 2020.*
- It's a Wonderful Life – Winter StoryWalk (Chamber of Commerce) 12/4/21 and upcoming event Mini Golf (Partnership with the LBPL Friends) and Winter StoryWalk events on 12/3/2022
- Book Bike and Storytime at the LB Farmers' Market
- Trunk or Treat In-Person (LB Park District) on 10/22/21
- Pumpkin Fest (District 65 PTO) on 10/23/21 (New Partnership), 2022 Date TBD

Collaborate with Library staff in a review of a potential volunteer program at the Library.

Board Member Jenny Graziano spear headed the Mystery Reader program in the spring of 2022 organizing volunteer readers to young children at the library.

We have also established two volunteer programs at the Library the summer of 2022: Book Buddies and Garden Task Force with our Learning Garden.

Campaign Planning Committee
Wednesday, May 18th, 2022
2:00 PM
Zoom Format

Call to order: 2:08 pm

Attending: Eric Bailey, Jon Heintzelman, Kathy Meierhoff, Jillian Chapman, Melissa Williams

Approval of minutes April 27th meeting: motion to approve: Jon Heintzelman, seconded, KathyMeierhoff

Discussion: Outcome of recent meetings with Friends on joint collaboration and Museum regarding occupancy of former P and C Bank. Both topics were covered at Board of Trustee meeting May 17. Friends have decided not to partner with the Foundation, Museum and Village and Library are continuing to discuss the possibility of acquiring the building for the purpose of the Museum occupancy.

Library fundraising efforts will pause with a focus on a possible campaign for purchase, refurbish the new building and repurpose the Wood Building. Jillian and Melissa will be meeting with Cathy McKechney to discuss joint fundraising. The Library focus should be to validate the “need” for more space and possible use. Both are prerequisites for moving ahead. Also, mentioned is a caveat that the Library not plan future expansion. We will seek clarification of the requirement stated by Kathy O’Hara.

Useful to the case for space and usage is data from our recent Technology Team visits and evaluation of many local Libraries as well as comprehensive statistics of usage, collection, and circulation. Makers Space, a designated Teen space and small conference/study rooms are attractive uses of new space. EA has provided a multi concept expansion document with the B&G committee has already evaluated and modified.

Eric will send to all the most recent Case Statement for possible revision.

The meeting was adjourned at 2:27 pm

Respectfully submitted,

Kathy Meierhoff

LAKE BLUFF PUBLIC LIBRARY
123 E. Scranton Avenue
Lake Bluff, Illinois 60044

NOTICE OF Joint Finance/Human Resources Committee Meeting

The Finance and Human Resources Committees of the Lake Bluff Public Library Board of Library Trustees will meet at the Lake Bluff Public Library on Thursday, April 7th, 2022, at 7:00pm for the purposes outlined below:

Lake Bluff Public Library Board of Trustees Human Resources Committee Meeting
Thursday, April 7th at 7:00pm
At the Lake Bluff Public Library
123 E. Scranton Avenue
Lake Bluff, Illinois 60044

Due to the COVID-19 emergency, this meeting will be held primarily virtually pursuant to Section 7(e) of the Open Meetings Act. Members of the public may view and participate in the meeting remotely via:

Join Zoom Meeting

<https://us06web.zoom.us/j/88258013947?pwd=MnhnMFBRTlV3Tnd1aGhMQzBiY3RCZz09>

Meeting ID: 882 5801 3947

Passcode: 270610

One tap mobile

+13126266799,,88258013947#,,,,*270610# US (Chicago)

+16465588656,,88258013947#,,,,*270610# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 882 5801 3947

Passcode: 270610

Find your local number: <https://us06web.zoom.us/j/kengdINahq>

As required by law, at least one representative from the Library will be present at the Library and the virtual meeting will be simulcast for any members of the public who do not wish to view the virtual meeting from another location. Prior notification of intention to attend is not required but is appreciated. Questions related to the Library agenda can be sent before or during the meeting to Eric Bailey ebailey@lakeblufflibrary.org The meeting will be recorded, with the recording made available through the Library's website. For any questions, please contact Library Director Eric Bailey at 847-234-2540 xt 110 or ebailey@lakeblufflibrary.org

AGENDA

I. Call to order (1 minute)(7:01pm)

II. Roll Call

III. Director's Compensation (59 minutes)(8:00pm)

To discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1)

IV. Any and all other business that may properly come before this committee

V. Adjournment (1 minute)(8:01pm)

All regular meetings and committee meetings of the Lake Bluff Board of Library Trustees are open to the public. If you wish to attend the April 7th, 2022 meeting and have special requirements as outlined in the Americans with Disabilities Act, please notify the Library Director, Eric Bailey, by 10:00am on April 7th, 2022.

Village of Lake Bluff, Lake Bluff Public Library, and
Lake Bluff History Museum

Intergovernmental Advisory Committee Meeting

Tuesday, January 11th, 2022 at 3:30pm
Lake Bluff Public Library

Due to the COVID-19 emergency and in accordance with Section 7(e) of the Open Meetings Act, this meeting will be held primarily virtually. At least one representative from the Committee will be present at the Lake Bluff Public Library Spruth Meeting Room, 123 E. Scranton Avenue, Lake Bluff, Illinois, and the virtual meeting will be recorded and made available via the Library's website. Virtual attendance is available via:

URL: <https://us06web.zoom.us/j/86001281628?pwd=UzVUMzA1Y1UvZ1VOK3d0MIRwRDZmdz09>

Dial In: 312-626-6799 **Enter Meeting ID:** 860 0128 1628 **Enter Passcode:** 373687

AGENDA

1. Call to Order

2. Non-Agenda Items and Visitors

The Intergovernmental Advisory Committee Meeting allocates fifteen (15) minutes at this time for those individuals who would like the opportunity to address the Members on any matter not listed on the agenda.

3. Approval of Meeting Minutes – October 26, 2021

4. Facility Report

5. Other Business

a. Memorial Bricks

6. 2022 Meeting Dates

7. Adjournment

Eric Bailey
Library Director

The Village of Lake Bluff and the Lake Bluff Public Library are subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Eric Bailey, at 234-2540 or TDD number 234-2153 promptly to allow the Library to make reasonable accommodations.

Missing Minutes

2022	Finance	HR	Special Mee	Community	Long Range	Technology
	11/2/2022		7/7/2022		6/15/2022	6/18/2022
		10/10/2022				
		10/26/2022				
		10/27/2022				
2023						
	9/21/2023	10/4/2023				
	10/19/2023					
	11/16/2023					
2024						
		4/2/2024	11/7/2024	2/16/2024		
	6/20/2024			5/29/2024		
Total Missing	5	5	2	2	1	1

Approved = x, not approved = o

Have been posted but not sure if approved

Building/Grounds	Bylaws & Policies	o	1/11/2022	IGA
		o	4/7/2022	Special Meeting
		o	5/18/2022	Campaign Committee
		x	6/1/2022	Finance
		o	6/20/2022	Community Engagement
		x	7/7/2022	Building & Grounds
		x	7/12/2022	HR
		10/5/2023 x	8/10/2022	Special Topics
		x	11/14/2022	Special Topics
		o	2/13/2023	Special Topics
2/7/2024	3/6/2024	x	2/16/2023	Building & Grounds
		x	5/2/2023	HR
2/7/2024	3/6/2024	o	6/12/2023	HR
		x	6/21/2023	Special Topics
		o - missing	7/13/2023	Bylaws
		o - missing	8/10/2023	Finance
2		o - missing	8/10/2023	Technology
		x	8/15/2023	HR
		o	8/28/2023	HR
		x	8/29/2023	HR
		x	8/30/2023	Building & Grounds
		o	9/21/2023	Technology
		o - amende	9/22/2023	Building & Grounds
		x	10/3/2023	HR
		x	12/7/2023	Bylaws
		x	12/8/2023	HR
		o - missing	12/13/2023	Building & Grounds
		x	2/6/2024	Bylaws
		o - missing	2/15/2024	Finance
		o - no next	2/15/2024	Technology
		x	2/24/2024	Special Meeting
		o - next me	3/7/2024	Bylaws
		x	4/3/2024	Building & Grounds
		o	4/18/2024	Special Topics (Fin, Tech, HR)
		o - missing	4/19/2024	Community Engagement

Meetings canceled

3/12/2024 Special Topics/Meetings

3/25/2024 Long Range Plan



Director's and Managers' Report to the Board of Trustees

Month of May, 2025

Director (Natalie Starosta)

Facility:

- **Fire Suppression Sprinklers:** SJ Carlson completed the sprinkler head replacement at a final cost of \$12,612 which was split between FY25 and FY26. The sprinkler heads are rated to last 25 years and should not need to be replaced again until 2050.
- **Midwest Environmental:** We will begin working with Midwest Environmental to start the bid process for the remediation.
- **Wall repair:** Continues in various areas of the library and includes adding cork boards to post display items which will decrease the need for wall repairs in the future.
- **Carpet tile replacement:** We found a number of replacement tiles for the various carpet patterns around the library in the storage unit. Nick was able to replace a number of tiles around the library which had holes or other issues.
- **Main floor reset:** The triangular shelving unit that was located in front of the circulation desk has been disassembled and partly reused. That space now holds a puzzle table and will be used for notary services beginning in the Fall, public computers were moved to the display wall nearer the circulation desk to facilitate assistance, and a number of collections have moved including: newspapers, magazines, new books, etc.
- **Exterior Sprinklers:** The sprinkler system timer was off by 12 hours which led to the sprinkler system running at noon each day rather than midnight. Nick reset the time which should correct the problem.

Financial:

- **Off Site Storage Unit:** The unit was cleared out, paperwork sorted and filed in accordance with our record retention schedule. The 2 filing cabinets in the storage unit were posted for free on Facebook market place and picked up on May 13th. The remaining balance has been paid for half of May and the unit contract terminated.
- **Annual Audit:** The annual audit through Sikich will begin in June. I've met with the auditors and prioritize providing the data they need from the Library as quickly as possible. They do not anticipate any on site days at the library as they are able to access our data online. Library Board members will be emailed information going forward including surveys.

Grants:

- **State Construction Grant / Asbestos Removal:** All of the required forms have been submitted. We are waiting to see if this grant will be renewed in the FY 26 State budget and if so, we will move forward with the application project by providing more detailed abatement and rebuilt plan.
- **Lake County Digital Growth Initiative:** I reached out the Lake County on the status. This grant was funded by the Federal Broadband Initiative which has now been defunded. There is the possibility that this will be re-funded but at this time, the grant has been canceled.
- **Erate:** Erate is a federally funded program that at this time is still funded. Funds are split into category 1 and 2. Category 1 provides funding for Libraries and Schools internet service and category 2 provides funding for hardware and some managed IT services to support internet access. I am working to create an account and will apply for both category 1 and 2 funding at the end of this year with the funding beginning July 1st, 2026.

Heat Maps



- You will find requested “heat maps” in your packet this month, each that records an average of library “in” traffic hour-by-hour for each day of the labeled month. This information is to help to inform your consideration this fall to continue or not the library’s Pilot Project of truncated services and hours of operation.
- In addition to these, I have begun keeping statistics on morning/afternoon elevator usage for families when I am in the office. *Note: these are in addition to the numbers on the heat maps. Please see below:

Date	5/15	5/16	5/19	5/20	5/21	5/22	5/23	5/26	5/27	5/28
AM (10-12)	5	12	14	10	3	20	Not in office	14	12	6
PM (12-4)	3	6	Not in office	11	9	5	Not in office	4	5	4
Date	5/29	5/30	6/2	6/3	6/4	6/5	6/6	6/9	6/11	6/12
AM (10-12)	8	Not in office	Not in office	10	24					
PM (12-4)	3	Not in office	Not in office	14						

Human Resources

- IT Tech: We anticipate concluding interviews at the end of June with the expectation of a new staff member
- Adult Services: Carol will be reducing her hours beginning July 1st. We are seeking an internal candidate to fill those hours starting on July 1st.

Legal

- **Record Retention:** Review of the Library’s current records (digital and physical) continues and will for several months. Records approved for destruction will be picked up by a shredding company in June.

Friends of the Library

Jillian Chapman and Natalie Starosta attended the Friends of the Library meeting in April and provided the following report:

Finances

- The treasurer’s report was not completed prior to the meeting but the Friends reported \$22,700 balance currently.

Friends Merchandising

- Friends are looking into merchandise that they may be able to sell as a fund raiser in the future.

Marketing

- Friends are sending a second appeal letter out April 9th to raise funds and awareness of the group. They are also planning to put an advertisement in the Lake Bluff July 4th Parade guide.

Funding Requests

The following funding requests were approved by the Friends:

- **Additional outreach funds (4th of July):** \$1,051
- **Total Approved Funding:** \$1,051

2025 Meeting Dates



The Friends' 2025 meeting dates (already updated on the website):

- July 19
- September 20
- October 18 (Annual Meeting)

Communications and Marketing (Jillian Chapman)

- **Finalized and Distributed the Summer Newsletter**

The Summer 2025 Newsletter was finalized and delivered to homes on May 20. This issue includes key promotional materials for the *Level Up* Summer Reading Club, including a tear-out reading log for Adults, Teens, and Children. Additional highlights include:

- A resource spotlight on RAILS' *Explore More Illinois* program
- A message from the Friends of the Lake Bluff Library encouraging support through membership or donations
- A community call for volunteers to march with the Library in the Fourth of July Parade

- **Website Updates**

Several updates were made to improve usability, accessibility, and clarity:

- **Community Partners Page:** Expanded to include a more comprehensive list of partners, with descriptions of their programs and contact information for potential collaborators.
- **Newsletter Page:** A screen-reader-friendly, text-based version of the Summer Newsletter is now available. Visitors can go to [Newsletter Page](#) and click the person icon in the FlipSnack viewer to access it.
- **Passports Page:** Language was updated to clarify that while the Library no longer offers passport services, staff are available to assist with locating reliable resources and information.

- **New Board Name Plates**

To support the professionalism of in-person Library Board meetings, new board member name plates were designed and purchased. These reinforce the Library's commitment to accessible and transparent public meetings.

- **YouTube Homepage Redesign**

The Library's YouTube channel underwent a visual and structural redesign. Enhancements include:

- A new welcome video for first-time visitors
- A refreshed banner image to improve visual branding
- Curated playlists and prioritized video content to help visitors find relevant videos quickly and easily

- **Professional Development – Marketing and Branding**

I attended two professional development events focused on branding, public messaging, and social media strategy. While the content primarily reinforced existing knowledge, it served as a useful refresher on best practices and current marketing trends.

- **ILA Mini Marketing Forum** – Included sessions on brand alignment, design consistency, and community engagement strategies
- **Clarivate: Building a Cohesive Brand** – Focused on creating unified messaging and brand presence across platforms

- **Learning Garden Update – Transition to Native Planting**

In response to staffing capacity and the anticipated transition in Library administration, the Learning Garden was officially converted from a vegetable garden to a native plant garden. This shift supports long-term sustainability, aligns with ecological best practices, and allows staff to prioritize their time more effectively. Native gardens require less maintenance and need watering only about once a week.



This change also responds to community concerns about a potential summer drought in 2025. By planting drought-tolerant species, the Library is modeling responsible water use and supporting local pollinators.

Key highlights:

- In Fall 2024, remaining native seeds from the Seed Library (approaching the end of viability) were planted to allow for natural stratification
- In May, Anna and I attended a Native Plant Sale at Independence Grove hosted by the Lake County Forest Preserves
- We selected and planted over 15 native species, all naturally occurring in the Village of Lake Bluff
- Plants were purchased using funds from a restricted donation provided by the Davey Tree Expert Company

This project exemplifies the Library's commitment to environmental stewardship and sustainable community engagement.

- **Social Media**

Highest interacted post was an image of Dolly Parton promoting: Imagination Library now available in Lake County, IL with 34 likes, 6 comments, 10 shares on Instagram and 99 likes, 6 shares, and 1,169 views on Facebook.

Adult and Youth Services (Eliza Jarvi)

- **Staffing:**

- Two positions were posted in May, a seasonal desk staff to help specifically with Summer Reading Club, and an internal Adult Services Hybrid Position. The seasonal position has been filled, we are delighted to have local Cynthia McClamroch on staff for summer!
- Carol Carter will be reducing her hours starting in July. She will keep the Adult Nonfiction Selection and the monthly Afternoon Book Club.
- In early May, Vanessa and Julie J attended Reaching Forward conference and attended sessions on storytimes, programming for teens with autism/developmental disabilities, utilizing Novelist Plus more efficiently and Improv programming.
- Vanessa also attended a webinar series focused on Teaching Information Literacy.

- **Events, Programming and Outreach:**

- May has been about Summer Reading Club prep! Summer Reading Club kicks off the same day as the Farmer's Market starts, June 6. It is available to all ages, with the youth programs running through the end of July, and Teen and Adult programs running through August 15. Everyone on staff has contributed to SRC prep, whether it be Beanstack, training, decoration, and much more!
- Outreach in May included: Julie J attended the final Book Club at LFHS of this school year. Natalie helped to host Time Travelers, a longstanding LBES event.
- **Teen Volunteer Report:**
 - **Total Number of Volunteers:** 8 individuals volunteered at the library throughout May.
 - **Total Number of Activities:** 6 volunteer opportunities were attended.
 - **Monthly total of Volunteer Hours:** 13 hours & 45 minutes.



- **Highlighted/Popular activities:** Grab and Go Craft Prep remains a very well attended program. Vanessa hosted a Teen Volunteer Party in May to celebrate what the teen volunteers contributed to the library over the course of the school year!
- **Collections:**
 - Ordering for Adult Fiction continues to be a challenge. Delays in both stocking and shipping from our primary vendors are forcing Anna to buy at higher cost in order to get high demand items into our collections in a timely manner. Anna has been very strategic and proactive, but this will ultimately have an impact on how many books we can buy with the current budget.
 - Overdrive usage was up again this month, as was Hoopla usage, eaudiobooks are by far the most popular item type on Hoopla.
 - Collections Project: Marina and Carol have been focusing on the Adult nonfiction collection for the month of May and making excellent progress. We are 75% of the way to our goal.
 - Library staff have worked to shift many of the recently changed collections ahead of our summer quarter. More space has been made for popular collections such as JG (graphic novels and comics) and JS (early chapter book series). Biography and J Audiobook collections also moved in this shift.
 - Julie J has officially taken over the Adult Graphic Collections.
 - Knowledge Exchange is the company that comes twice per month to pick up all of our discarded materials. They have been very dependable, always flexible about our volume. As of May, we have begun receiving payments for the materials that they pick up from us.
 - Displays:
 - AAPI Month (Teen and Youth)
 - Mother's Day
 - Author/Illustrator Dan Santat (ILP event)
 - National Pet Month
 - National Dance Like a Chicken Day
 - National Bike Month
 - School's Out
 - Bugs
 - Picnics
 - Emotions

Reference & Circulation (Molly Coyle)

- **Projects**
 - **RAILS Quarterly ILL Book Count:** Caryn and Laurence completed the quarterly interlibrary loan book count. This is a requirement for continued participation in ILL delivery.
 - **Non-Resident Fees Update:** Molly, Caryn, Claire, and Marina completed the annual Non-Resident Fees update with the new levy rate, provided by the Village.
 - **Main Floor Reorganization:** The Main Floor was reorganized to improve flow, organization, and findability. Changes were all done with consideration and purpose; they included:
 - The computers were moved to the wall by the back staircase to create an office area next to the printer. This shift allows staff to easily monitor computer use and step in to provide technology assistance more rapidly.



- Newspapers and magazines were moved into the Stroh Reading Room for increased comfort as most of our periodical readers seek out soft seating while reading.
- New fiction, nonfiction, and trending titles were shifted to the shelving unit that used to house magazines. This was done so that new items are the first thing that patrons encounter as they enter the library. Collections were placed to increase findability (new nonfiction is closest to the stairs so that it flows into the upstairs nonfiction collection and new fiction faces the regular fiction collection for the same reason.) Other new items, such as CDs and large print, are now displayed on the first set of shelves with the regular, specific collection.
- Graphic novels and video games are housed on the same shelving unit as these two collections often share a user base and will, ideally, increase interest and circulation.
- Large print is now housed on the shelving unit by the audiobooks as these two collections also share a user base and will hopefully lead to greater circulation of both types of items.
- Adult TV Series are now shelved after the CDs and before the DVDs, keeping audiovisual materials together.
- Currently, there table placed in the location where the Y-shaped new items shelving unit used to sit. This table may be used by patrons as a work station. Staff set out a community puzzle and patrons have expressed joy over the opportunity to work on the puzzle.
- The discards/items-for-purchase shelf has been moved between the Main Floor bathrooms and the model library now sits by the emergency exit, which has reduced congestion on the main floor as patrons may now enjoy the model library at their leisure without blocking the stairwell.

Overall, these changes have been met with positive reviews from patrons who have expressed that they like the new flow and how bright and open the space looks. Our regular periodical-readers and computer-users have been particularly happy with the updates.

○ **Displays:**

- AAPI Heritage Month – Fiction
- AAPI Memoirs
- Mother Knows Best
- Mothers and Daughters
- Mother's Day
- World Bee Day (May 20)
- Mental Health Awareness Month
- Artificial Intelligence
- Gardening
- Teacher Appreciation Week
- National Pet Month
- Sweet Treats – Cookbooks

● **Professional Development & Meetings**

- **Notary Training:** Designated staff have officially completed notary training and received their official commissions from the Secretary of State. Over the next few months, the notary team will meet with Natalie to formalize procedures and discuss ways to announce and officially roll-out notary services in the fall.



- **ILA Reaching Forward North Conference:** Claire and Marina attended the Illinois Library Association's Reaching Forward North Conference along with Vanessa and Julie J to learn more about library programming, resources, and technology. All attendees reported that the conference was informative and shared lots of ideas with Library staff for new services and ways to improve current workflows.
- **RAILS Quarterly Circulation Managers Meeting:** Molly attended the quarterly gathering of circulation managers from the RAILS consortium. The managers met at Prospect Heights and spent nearly two hours discussing library happenings and exchanging ideas for procedural updates and ways to increase library card sign ups before taking a tour of the library.
- **Monthly Department Meeting & Staff 1:1s**
- **Successful Patron Interactions**
 - Caryn assisted a patron with finding a magazine they wanted to read; they were very happy that the library carried that particular title as they had stopped their personal subscription but missed reading it.
 - Remy provided excellent readers' advisory services to several patrons this month, successfully introducing patrons to new books and authors. These patrons were very happy with Remy's service and said they were excited to check out these materials.
 - Robbyn said that the World Bee Day display sparked a great conversation with a patron who is also a bee-keeper!

Technical Services (Lara Leaf)

- **Projects**
 - **Vendor Onboarding:** Ingram onboarding was successfully tested and completed. Several initial orders were placed. Initial shipments were slow to arrive due to Ingram's reported current staffing and scaling issues. We will continue to monitor order-to-shipment times. Lara & Rachel are coordinating with Laurence (bookkeeper) and collection managers to establish new vendor workflow for unique acquisitions & receiving issues.
 - **Adult Music CD Genre Consolidation:** The item location codes for the adult music collection have been consolidated to a single non-genre-specific code to facilitate easier statistical gathering in the future. The individual genre codes were no longer needed in light of collection downsizing.
 - **Collections Project:** Tech Services staff continue to serve a central role in the library-wide weeding/downsizing project by carefully managing the flow of pulled materials, deleting large volumes of items weekly, and working closely with Circ & Ref staff to aid in the final disposition and removal tasks. Rachel is doing an excellent job in keeping the workflow moving.
 - **J Series Reclassification Project:** Lara completed this collection-wide project of catalog reclassification & location changes. Eden in YS assisted with physical relabeling.
 - **Youth Services Relabel Project:** Rachel & Lara continued to assist this YS project by printing bulk batches of labels upon request.
- **Professional Development**
 - **RAILS/Demco Book Repair Workshop** – Lara & Rachel attended, May 16. We learned additional book repair techniques and reinforced existing skills. Increased ability to repair worn and damaged books provides potential cost savings for the library.



- **Notary Training:** Rachel completed the required notary training course and will soon be commissioned. Lara completed notary registration and received seal.
- **Acquisitions/Receiving/Cataloging:** In May, collection managers submitted a higher than usual number of orders for acquisition, primarily due to the start of the new fiscal year and end of the ordering black-out period. In-house book processing activities increased due to last month's year-end pivot to more Amazon purchases. Temporary cataloging backlog due to Amazon orders has been resolved.
 - **Total Orders Acquired:** 306
 - **Total Items Received:** 206
 - **Total Items Cataloged:** 313

Natalie Starosta

From: Congressman Brad Schneider <IL10BSima@mail.house.gov>
Sent: Friday, June 6, 2025 9:11 PM
To: Natalie Starosta
Subject: Responding to your message

BRADLEY S. SCHNEIDER
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Congress of the United States
House of Representatives
Washington, DC 20515-1310

COMMITTEE ON WAYS AND MEANS
SUBCOMMITTEE ON TAX
SUBCOMMITTEE ON TRADE

COMMITTEE ON FOREIGN AFFAIRS

Dear Ms. Starosta,

Thank you for contacting me to express your thoughts regarding the IMLS program and its funding. I greatly appreciate your input as I work to represent your interests in Washington.

From his first day in office, President Trump has issued numerous executive orders slashing the size of the federal government—closing agencies and programs that have supported Americans for decades to pay for tax cuts for his billionaire buddies like Elon Musk. On March 14th, President Trump issued an executive order eliminating certain governmental entities to the maximum extent possible, including the Institute for Museum and Library Services (IMLS) as part of the Administration's continued reduction of federal agencies. As a result, IMLS placed its entire staff on administrative leave.

The IMLS supports museums, libraries, and similar organizations throughout our nation—providing general funding, specific infrastructure and technology assistance, and research and policy development for these institutions to better serve their communities. It was established in 1996 and has been funded in a bipartisan manner since—including in 2018 under President Trump—at an amount that is just 0.003% of the annual federal budget.

Libraries and museums play a vital role in the communities they call home. Libraries are truly hubs of their local areas—they provide access to the internet and other resources, serve as meeting places, host learning programs for people of all ages and backgrounds, and much more. Museums preserve our cultural artifacts and educate visitors on the lives of past generations, and smaller institutions play a vital role in preserving local history and memories that would otherwise be lost to time. In our district alone, there are 29 public library systems or standalone libraries that serve millions each year and 44 museums and historical societies that maintain the history of northeastern Illinois.

Throughout my time in Congress, I have supported robust funding for the IMLS Library Services and Technology Act, which supports libraries in their mission of providing internet access to all, and the IMLS Office of Museum Services, which provides financial support, facilitates technology upgrades, and other planning needs to museums across the country. Please be assured I will continue to support this critical funding and will do all I can to oppose the elimination of the programs on which our communities rely.

Thank you again for reaching out to me about this important issue. Hearing from constituents like you allows me to be a more informed and effective Member of Congress. Please know I will keep your thoughts in mind as Congress considers additional actions in response to this serious violation. If I can be of further assistance to you on this or any other issue, please do not hesitate to contact me or my office at (202) 225-4835.

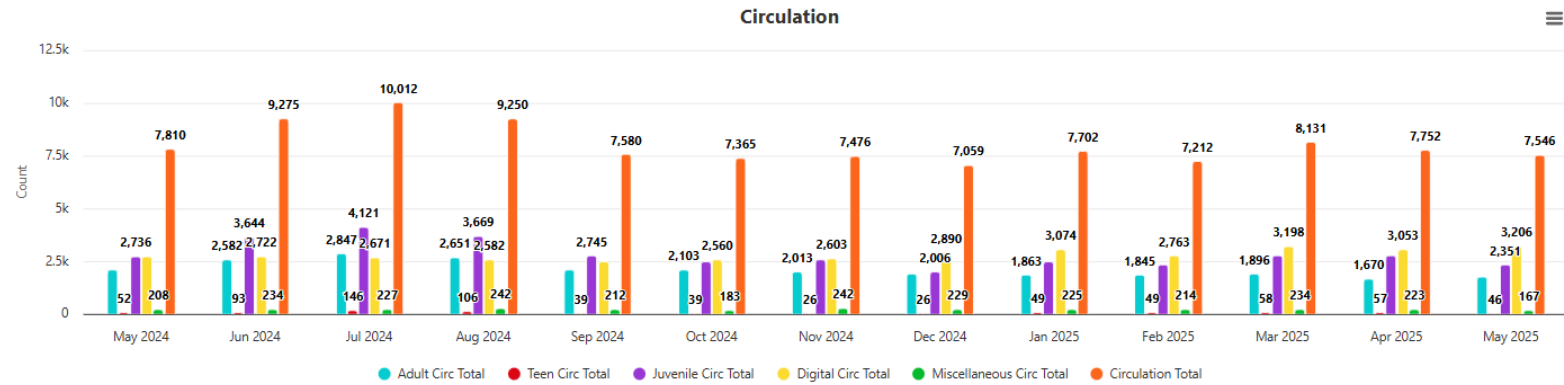
Sincerely,

A handwritten signature in blue ink that reads "Bradley S. Schneider". The signature is fluid and cursive, with the first name "Bradley" and last name "Schneider" clearly legible.

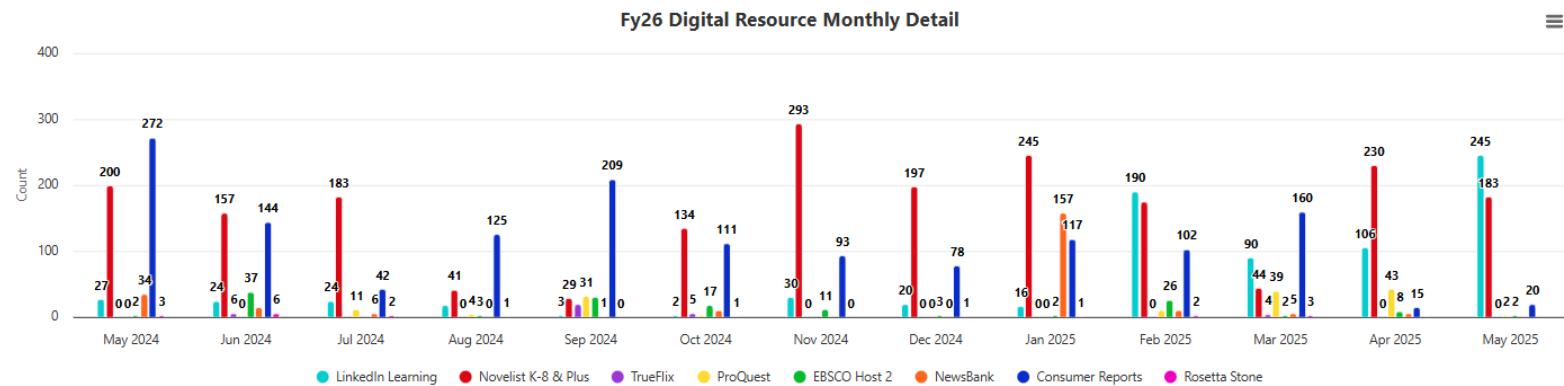
Bradley S. Schneider
Member of Congress

To stay updated on my work for you in Congress, please sign up to receive my email newsletter at <https://schneider.house.gov/contact/newsletter-subscribe>, like us on [Facebook](#), or follow me on Twitter [@RepSchneider](#).

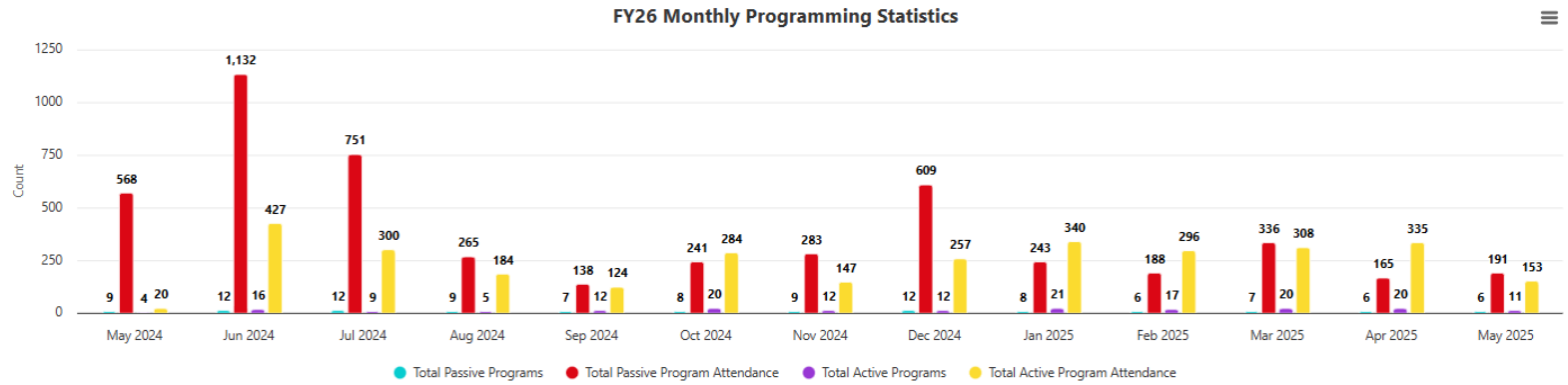
FY26 Monthly Circulation (#98)



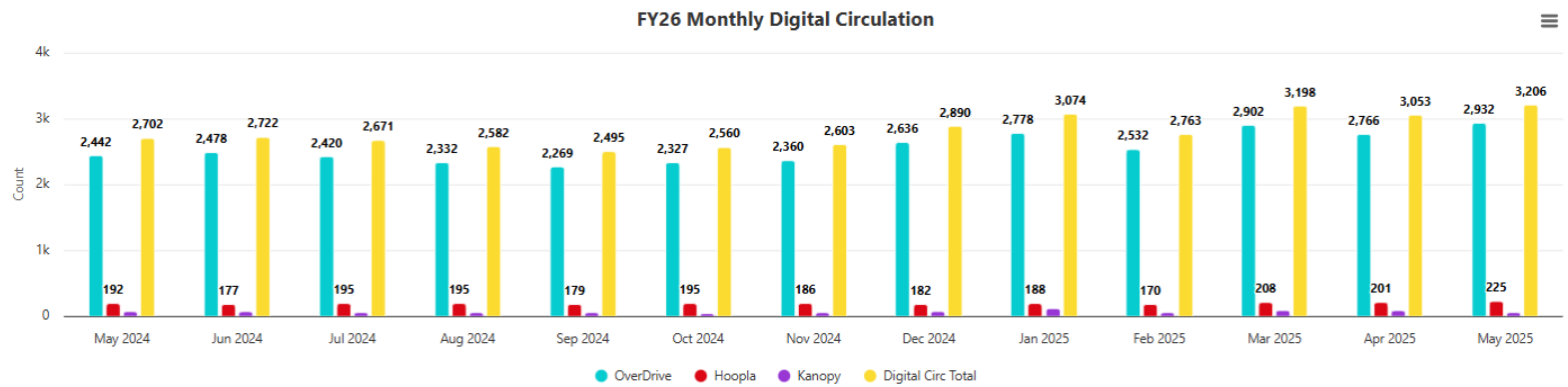
FY26 Monthly Database Usage (#99)



FY26 Monthly Program Statistics (#100)



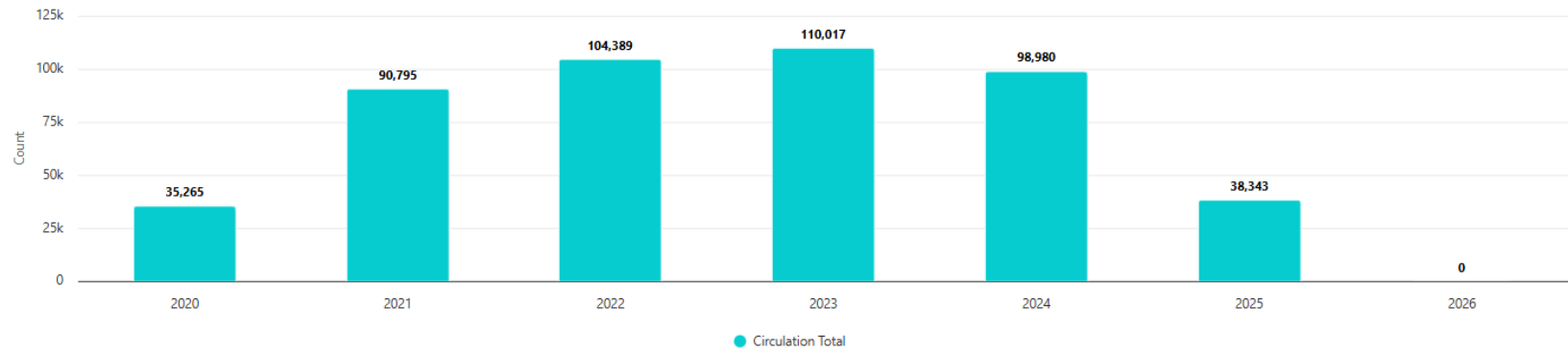
FY26 Monthly Digital Circulation Stats. (#101)



Total Annual Circulation (calendar year) (#106)



Annual Circulation



PERIOD ENDING 05/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/25 INCR (DECR)	ACTIVITY FOR MONTH 05/31/24 INCR (DECR)	YTD BALANCE 05/31/2025 NORM (ABNORM)	YTD BALANCE 05/31/2024 NORM (ABNORM)	2025-26 AMENDED BUDGET	% BDGT USED
Fund 080 - LAKE BLUFF PUBLIC LIBRARY							
Revenues							
Dept 300 - REVENUE							
PROPERTY TAXES							
080-300-30000	PROPERTY TAX REVENUE	0.00	66,172.34	0.00	66,172.34	1,206,897.00	0.00
PROPERTY TAXES		0.00	66,172.34	0.00	66,172.34	1,206,897.00	0.00
OTHER TAXES							
080-300-30200	PERSONAL PROPERTY REPLACE TAX	0.00	878.66	0.00	878.66	5,319.00	0.00
OTHER TAXES		0.00	878.66	0.00	878.66	5,319.00	0.00
CHARGE FOR SERVICES							
080-300-34235	PHOTO-COPY CHARGES	50.13	179.82	50.13	179.82	2,000.00	2.51
080-300-34250	NON-RESIDENT FEES	30.86	66.55	30.86	66.55	6,000.00	0.51
080-300-34260	PASSPORT FEES	0.00	695.05	0.00	695.05	0.00	0.00
080-300-34265	PASSPORT POSTAGE REIMB	0.00	60.21	0.00	60.21	0.00	0.00
CHARGE FOR SERVICES		80.99	1,001.63	80.99	1,001.63	8,000.00	1.01
FINES/FORFEITS							
080-300-35700	LIBRARY FEES	48.23	190.43	48.23	190.43	1,500.00	3.22
FINES/FORFEITS		48.23	190.43	48.23	190.43	1,500.00	3.22
INTERGOVERNMENTAL							
080-300-36200	MISC GRANT REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
080-300-36265	PER CAPITA GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL		0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS							
080-300-37000	VILLAGE CONTRIBUTION	0.00	0.00	0.00	0.00	17,000.00	0.00
080-300-37010	VLIET OPERATING COST CONTRIB	0.00	0.00	0.00	0.00	790.00	0.00
080-300-37020	SCHOOL DIST 65 IGA	0.00	0.00	0.00	0.00	1,550.00	0.00
080-300-38300	CONTRIBUTIONS/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
080-300-38310	CONTRIBUTIONS/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
080-300-38315	RESTRICTED DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
080-300-38316	RESTRICTED GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
080-300-38800	NAPERVILLE (IMPACT) FEE	0.00	0.00	0.00	0.00	0.00	0.00
080-300-38850	LICENSE RENEWALS	154.43	(149.27)	154.43	(149.27)	250.00	61.77
080-300-38900	MISCELLANEOUS INCOME	0.82	23.99	0.82	23.99	1,500.00	0.05
MISCELLANEOUS		155.25	(125.28)	155.25	(125.28)	21,090.00	0.74
INVESTMENT INCOME							
080-300-37500	INTEREST EARNINGS	1,918.88	2,144.22	1,918.88	2,144.22	35,410.00	5.42
INVESTMENT INCOME		1,918.88	2,144.22	1,918.88	2,144.22	35,410.00	5.42
Total Dept 300 - REVENUE		2,203.35	70,262.00	2,203.35	70,262.00	1,278,216.00	0.17
TOTAL REVENUES		2,203.35	70,262.00	2,203.35	70,262.00	1,278,216.00	0.17

Expenditures

Dept 603 - LIBRARY ADMINISTRATION

PERIOD ENDING 05/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/25 INCR (DECR)	ACTIVITY FOR MONTH 05/31/24 INCR (DECR)	YTD BALANCE 05/31/2025 NORM (ABNORM)	YTD BALANCE 05/31/2024 NORM (ABNORM)	2025-26 AMENDED BUDGET	% BDGT USED
Fund 080 - LAKE BLUFF PUBLIC LIBRARY							
Expenditures							
SALARIES							
080-603-40025	LIBRARIAN SALARIES	31,077.97	25,953.60	31,077.97	25,953.60	358,807.00	8.66
080-603-40030	STAFF SALARIES	37,472.97	33,273.27	37,472.97	33,273.27	449,409.00	8.34
SALARIES		68,550.94	59,226.87	68,550.94	59,226.87	808,216.00	8.48
PERSONNEL							
080-603-40400	MEDICAL INSURANCE	0.00	5,140.89	0.00	5,140.89	97,500.00	0.00
080-603-40900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	250.00	0.00
PERSONNEL		0.00	5,140.89	0.00	5,140.89	97,750.00	0.00
RETIREMENT							
080-603-40970	EMPLOYER FICA TAX	5,206.29	4,484.61	5,206.29	4,484.61	25,700.00	20.26
080-603-40980	IMRF RETIREMENT CONTRIBUTION	0.00	1,716.16	0.00	1,716.16	63,500.00	0.00
RETIREMENT		5,206.29	6,200.77	5,206.29	6,200.77	89,200.00	5.84
CONTRACTUAL							
080-603-41000	MAINTENANCE-BUILDING	2,660.00	7,730.45	2,660.00	7,730.45	32,000.00	8.31
080-603-41020	ELEVATOR MAINTENANCE	0.00	244.00	0.00	244.00	1,400.00	0.00
080-603-41050	MAINTENANCE-GROUNDS	0.00	535.00	0.00	535.00	7,200.00	0.00
080-603-41300	COMPUTER SERVICES	5,100.00	4,075.00	5,100.00	4,075.00	21,600.00	23.61
080-603-41301	COMPUTER SERVICES/DO NOT USE	0.00	0.00	0.00	0.00	0.00	0.00
080-603-41312	WEBSITE MAINTENANCE	0.00	0.00	0.00	0.00	7,000.00	0.00
080-603-41313	COPIER MAINTENANCE/SUPPLIES	1,179.58	1,895.43	1,179.58	1,895.43	10,000.00	11.80
080-603-41314	OTHER PROFESSIONAL/CONTRACTUAL	0.00	3,629.78	0.00	3,629.78	10,000.00	0.00
080-603-41345	MARKETING	0.00	356.38	0.00	356.38	3,000.00	0.00
080-603-41350	LEGAL SERVICES	0.00	0.00	0.00	0.00	10,000.00	0.00
080-603-42400	PROFESSIONAL DEVELOPMENT	2,071.32	122.90	2,071.32	122.90	3,000.00	69.04
080-603-50500	ASBESTOS ABATEMENT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL		11,010.90	18,588.94	11,010.90	18,588.94	105,200.00	10.47
COMMODITIES							
080-603-42440	DUES	0.00	0.00	0.00	0.00	2,000.00	0.00
080-603-43230	UTILITIES	0.00	754.13	0.00	754.13	13,000.00	0.00
080-603-43300	POSTAGE	421.44	411.47	421.44	411.47	2,200.00	19.16
080-603-43410	PRINTING/E-NEWSLETTER	0.00	3,838.14	0.00	3,838.14	12,500.00	0.00
080-603-43520	PASSPORT SUPPLIES	0.00	188.95	0.00	188.95	0.00	0.00
080-603-43550	OFFICE SUPPLIES	495.42	686.20	495.42	686.20	10,000.00	4.95
080-603-43660	MAINTENANCE SUPPLIES-BUILDING	0.00	119.13	0.00	119.13	3,600.00	0.00
080-603-43668	TECHNICAL SERVICES SUPPLIES	8.10	540.33	8.10	540.33	5,000.00	0.16
080-603-43700	HOSPITALITY PROGRAM SUPPLIES	0.00	8.98	0.00	8.98	1,000.00	0.00
080-603-43710	ADULT PROGRAM SUPPLIES	1,450.00	993.91	1,450.00	993.91	6,000.00	24.17
080-603-43720	JUVENILE PROGRAM SUPPLIES	1,180.00	1,675.81	1,180.00	1,675.81	6,000.00	19.67
080-603-43730	OUTREACH SUPPLIES	0.00	0.00	0.00	0.00	3,000.00	0.00
080-603-43740	TEEN PROGRAM SUPPLIES	0.00	0.00	0.00	0.00	750.00	0.00
080-603-46100	MISCELLANEOUS EXPENSES	0.00	25.30	0.00	25.30	0.00	0.00
080-603-48001	EXPENSES FR RESTRICTED DONATIO	0.00	0.00	0.00	0.00	0.00	0.00
COMMODITIES		3,554.96	9,242.35	3,554.96	9,242.35	65,050.00	5.46
PROGRAMS							
080-603-44810	PER CAPITAL GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAMS		0.00	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/25 INCR (DECR)	ACTIVITY FOR MONTH 05/31/24 INCR (DECR)	YTD BALANCE 05/31/2025 NORM (ABNORM)	YTD BALANCE 05/31/2024 NORM (ABNORM)	2025-26 AMENDED BUDGET	% BDGT USED
Fund 080 - LAKE BLUFF PUBLIC LIBRARY							
Expenditures							
LIBRARY MATERIALS							
080-603-45000	ADULT NON-FICTION BOOKS	34.00	1,264.55	34.00	1,264.55	8,000.00	0.43
080-603-45100	ADULT FICTION BOOKS	32.22	2,346.06	32.22	2,346.06	10,000.00	0.32
080-603-45110	ADULT LARGE PRINT MATERIAL	0.00	22.46	0.00	22.46	700.00	0.00
080-603-45200	ADULT AUDIO VISUAL MATERIAL	0.00	1,017.34	0.00	1,017.34	7,000.00	0.00
080-603-45220	ADULT REFERENCE/E-REFER	0.00	2,595.11	0.00	2,595.11	11,000.00	0.00
080-603-45400	JUVENILE NON-FICTION	28.25	447.87	28.25	447.87	7,000.00	0.40
080-603-45410	PICTURE BOOKS, READERS	0.00	631.23	0.00	631.23	8,000.00	0.00
080-603-45420	JUVENILE FICTION	0.00	741.78	0.00	741.78	6,000.00	0.00
080-603-45430	JUVENILE AUDIO-VISUAL	0.00	0.00	0.00	0.00	1,000.00	0.00
080-603-45440	JUVENILE E-REFERENCE	0.00	0.00	0.00	0.00	1,350.00	0.00
080-603-45445	JUVENILE KITS & DEVICES	0.00	35.58	0.00	35.58	1,000.00	0.00
080-603-45450	TEEN BOOKS	0.00	104.81	0.00	104.81	2,000.00	0.00
080-603-45460	E-BOOKS	0.00	2,044.32	0.00	2,044.32	30,000.00	0.00
080-603-45470	GRAPHIC NOVELS	0.00	0.00	0.00	0.00	650.00	0.00
080-603-45500	PERIODICALS	1,239.65	2,823.13	1,239.65	2,823.13	7,350.00	16.87
080-603-45510	VIDEO GAMES	0.00	144.97	0.00	144.97	3,850.00	0.00
080-603-45520	TRENDING TITLES	0.00	40.03	0.00	40.03	1,000.00	0.00
080-603-45600	PATRON & STAFF SOFTWARE	0.00	6,278.49	0.00	6,278.49	22,000.00	0.00
080-603-45610	LIBRARY AUTOMATION SOFTWARE	0.00	23,625.00	0.00	23,625.00	25,000.00	0.00
LIBRARY MATERIALS		1,334.12	44,162.73	1,334.12	44,162.73	152,900.00	0.87
CAPITAL EXPENSES							
080-603-50100	LIBRARY FURNISHINGS	0.00	0.00	0.00	0.00	2,000.00	0.00
080-603-51200	EXT BUILDING IMPROVEMENTS	0.00	5,500.00	0.00	5,500.00	4,900.00	0.00
080-603-58100	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	32,000.00	0.00
080-603-58270	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	1,000.00	0.00
CAPITAL EXPENSES		0.00	5,500.00	0.00	5,500.00	39,900.00	0.00
CONTINGENCY							
080-603-70000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTINGENCY		0.00	0.00	0.00	0.00	0.00	0.00
TRANSFER TO OTHER FUND							
080-603-71000	INTERFUND TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFER TO OTHER FUND		0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 603 - LIBRARY ADMINISTRATION		89,657.21	148,062.55	89,657.21	148,062.55	1,358,216.00	6.60
TOTAL EXPENDITURES		89,657.21	148,062.55	89,657.21	148,062.55	1,358,216.00	6.60
Fund 080 - LAKE BLUFF PUBLIC LIBRARY:							
TOTAL REVENUES		2,203.35	70,262.00	2,203.35	70,262.00	1,278,216.00	0.17
TOTAL EXPENDITURES		89,657.21	148,062.55	89,657.21	148,062.55	1,358,216.00	6.60
NET OF REVENUES & EXPENDITURES		(87,453.86)	(77,800.55)	(87,453.86)	(77,800.55)	(80,000.00)	109.32

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

PERIOD ENDING 05/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/25 INCR (DECR)	ACTIVITY FOR MONTH 05/31/24 INCR (DECR)	YTD BALANCE 05/31/2025 NORM (ABNORM)	YTD BALANCE 05/31/2024 NORM (ABNORM)	2025-26 AMENDED BUDGET	% BDGT USED
Fund 082 - LIBRARY GRANTS & GIFTS FUND							
Revenues							
Dept 300 - REVENUE							
INTERGOVERNMENTAL							
082-300-36200	GRANT REVENUE	0.00	0.00	0.00	0.00	100,000.00	0.00
082-300-36263	STATE PER CAPITA GRANT	0.00	0.00	0.00	0.00	8,284.00	0.00
INTERGOVERNMENTAL		0.00	0.00	0.00	0.00	108,284.00	0.00
MISCELLANEOUS							
082-300-38300	UNRESTRICTED DONATIONS/CONTRIB	0.00	5.55	0.00	5.55	10,000.00	0.00
082-300-38315	RESTRICTED DONATIONS	0.00	9,404.92	0.00	9,404.92	130,000.00	0.00
MISCELLANEOUS		0.00	9,410.47	0.00	9,410.47	140,000.00	0.00
INVESTMENT INCOME							
082-300-37500	INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
INVESTMENT INCOME		0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 300 - REVENUE		0.00	9,410.47	0.00	9,410.47	248,284.00	0.00
TOTAL REVENUES		0.00	9,410.47	0.00	9,410.47	248,284.00	0.00
Expenditures							
Dept 603 - LIBRARY ADMINISTRATION							
CONTRACTUAL							
082-603-50500	ASBESTOS ABATEMENT PROJECT	0.00	0.00	0.00	0.00	100,000.00	0.00
CONTRACTUAL		0.00	0.00	0.00	0.00	100,000.00	0.00
PROGRAMS							
082-603-44810	PER CAPITAL GRANT EXPENDITURES	0.00	1,632.93	0.00	1,632.93	8,284.00	0.00
082-603-44825	MISC. GRANT EXPENDITURES	0.00	0.00	0.00	0.00	90,000.00	0.00
PROGRAMS		0.00	1,632.93	0.00	1,632.93	98,284.00	0.00
Unclassified							
082-603-99999	USE OF DONATIONS/TEMPORARY EXP	0.00	6,963.77	0.00	6,963.77	50,000.00	0.00
Unclassified		0.00	6,963.77	0.00	6,963.77	50,000.00	0.00
Total Dept 603 - LIBRARY ADMINISTRATION		0.00	8,596.70	0.00	8,596.70	248,284.00	0.00
TOTAL EXPENDITURES		0.00	8,596.70	0.00	8,596.70	248,284.00	0.00
Fund 082 - LIBRARY GRANTS & GIFTS FUND:							
TOTAL REVENUES		0.00	9,410.47	0.00	9,410.47	248,284.00	0.00
TOTAL EXPENDITURES		0.00	8,596.70	0.00	8,596.70	248,284.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	813.77	0.00	813.77	0.00	0.00

DB: Lake Bluff		PERIOD ENDING 05/31/2025					
GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	YTD BALANCE	2025-26	% BDGT
		MONTH 05/31/25	MONTH 05/31/24	05/31/2025	05/31/2024		
		INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	AMENDED BUDGET	USED
TOTAL REVENUES - ALL FUNDS		2,203.35	79,672.47	2,203.35	79,672.47	1,526,500.00	0.14
TOTAL EXPENDITURES - ALL FUNDS		89,657.21	156,659.25	89,657.21	156,659.25	1,606,500.00	5.58
NET OF REVENUES & EXPENDITURES		(87,453.86)	(76,986.78)	(87,453.86)	(76,986.78)	(80,000.00)	109.32

06/11/2025 10:31 AM
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DB: Lake Bluff

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF
CHECK NUMBER 16511 - 16581

Page 1/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 080 LAKE BLUFF PUBLIC LIBRARY							
05/07/2025	LIBCK	16511	FIRST BANKCARD	UTILITIES/INTERNET/COMCAST	43230	603	457.85
				UTILITIES/GRANITE APRIL 2025	43230	603	444.24
				PATRON & STAFF SOFTWARE/SLACK/CREDIT	45600	603	(46.49)
				COMPUTER EQUIPMENT/HDMI CABLES	58100	603	69.98
				CHECK LIBCK 16511 TOTAL FOR FUND 080:			925.58
05/07/2025	LIBCK	16512	GREATAMERICA FINANCIAL SVCS.	COPIER MAINTENANCE/SUPPLIES	41313	603	589.79
05/07/2025	LIBCK	16513	KANOPY, INC.	ADULT REFERENCE/E-REFER	45220	603	96.00
05/07/2025	LIBCK	16514	KAPCO	TECHNICAL SERVICES SUPPLIES	43668	603	121.74
				TECHNICAL SERVICES SUPPLIES	43668	603	74.17
				CHECK LIBCK 16514 TOTAL FOR FUND 080:			195.91
05/07/2025	LIBCK	16515	LAKE FOREST LIBRARY	OUTREACH SUPPLIES	43730	603	47.91
05/07/2025	LIBCK	16516	LAKE FORESTER	PERIODICALS	45500	603	45.99
05/07/2025	LIBCK	16517	LARA LEAF	OFFICE SUPPLIES/STAPLER	43550	603	5.00
				TECHNICAL SERVICES SUPPLIES/BOOK CART	43668	603	20.00
				MISCELLANEOUS EXPENSES/ ARTWORK	46100	603	15.00
				CHECK LIBCK 16517 TOTAL FOR FUND 080:			40.00
05/07/2025	LIBCK	16518	MARINA DOVE	PROFESSIONAL DEVELOPMENT/MILEAGE REIMB	42400	603	37.94
				PROFESSIONAL DEVELOPMENT/PARKING REIMB	42400	603	15.00
				CHECK LIBCK 16518 TOTAL FOR FUND 080:			52.94
05/07/2025	LIBCK	16519	MARK HAMILTON	JUVENILE PROGRAM SUPPLIES	43720	603	150.00
05/07/2025	LIBCK	16520	MARK HAMILTON	JUVENILE PROGRAM SUPPLIES	43720	603	150.00
05/07/2025	LIBCK	16521	MIDWEST MECHANICAL	MAINTENANCE-BUILDING	41000	603	2,904.00
05/07/2025	LIBCK	16522	MIDWEST TAPE LLC	ADULT REFERENCE/E-REFER	45220	603	466.05
05/07/2025	LIBCK	16523	MISS KATIE SINGS LLC	JUVENILE PROGRAM SUPPLIES	43720	603	480.00
05/07/2025	LIBCK	16524	MISSIONSQUARE	ICMA 457 PLAN PAYABLE	20245	200	577.40

06/11/2025 10:31 AM
User: nstarosta
DB: Lake Bluff

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF
CHECK NUMBER 16511 - 16581

Page 2/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 080 LAKE BLUFF PUBLIC LIBRARY							
05/07/2025	LIBCK	16525	NAMI COOK COUNTY NORTH SUBURBAN	ADULT PROGRAM SUPPLIES	43710	603	250.00
05/07/2025	LIBCK	16526	NET2COMMUNITY, INC	OTHER PROFESSIONAL/CONTRACTUAL	41314	603	914.25
05/07/2025	LIBCK	16527	NICHOLAS ROSALES	MAINTENANCE-BUILDING	41000	603	35.00
				MAINTENANCE-BUILDING	41000	603	16.24
				CHECK LIBCK 16527 TOTAL FOR FUND 080:			51.24
05/07/2025	LIBCK	16529	PLAYAWAY PRODUCTS LLC	TECHNICAL SERVICES SUPPLIES	43668	603	72.58
				JUVENILE KITS & DEVICES	45445	603	499.97
				JUVENILE KITS & DEVICES	45445	603	339.98
				JUVENILE KITS & DEVICES	45445	603	339.98
				CHECK LIBCK 16529 TOTAL FOR FUND 080:			1,252.51
05/07/2025	LIBCK	16530	QUILL LLC	OFFICE SUPPLIES	43550	603	9.89
				OFFICE SUPPLIES/WET ERASE MARKERS	43550	603	19.18
				OFFICE SUPPLIES/POST-IT NOTES	43550	603	23.75
				TECHNICAL SERVICES SUPPLIES	43668	603	5.89
				CHECK LIBCK 16530 TOTAL FOR FUND 080:			58.71
05/07/2025	LIBCK	16531	SCOTT INGERSON	JUVENILE PROGRAM SUPPLIES	43720	603	400.00
05/07/2025	LIBCK	16532	SHANNON DOWNEY	ADULT PROGRAM SUPPLIES	43710	603	400.00
05/07/2025	LIBCK	16533	SPORTS ILLUSTRATED KIDS	PERIODICALS	45500	603	25.96
05/07/2025	LIBCK	16534	STAPLES	MAINTENANCE SUPPL-BUILDING	43660	603	79.88
05/07/2025	LIBCK	16535	STEVEN HUROVITZ	ADULT PROGRAM SUPPLIES	43710	603	300.00
05/07/2025	LIBCK	16536	TECH SYSTEMS, INC	MAINTENANCE-BUILDING	41000	603	708.00
				MAINTENANCE-BUILDING/SUMPS	41000	603	492.00
				CHECK LIBCK 16536 TOTAL FOR FUND 080:			1,200.00
05/07/2025	LIBCK	16537	USA TODAY	PERIODICALS	45500	603	27.80

06/11/2025 10:31 AM
User: nstarosta
DB: Lake Bluff

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF
CHECK NUMBER 16511 - 16581

Page 3/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 080 LAKE BLUFF PUBLIC LIBRARY							
05/07/2025	LIBCK	16538	VILLAGE OF LAKE BLUFF	MED INSUR FOR MARCH 2025	11580	100	5,989.32
				DENTAL INSUR FOR MARCH 2025	11580	100	591.00
				VISION INSUR FOR MARCH 2025	11580	100	29.82
				LIFE INSUR FOR MARCH 2025 WITH CREDIT	11580	100	(212.35)
				IMRF EE CONTRIB FOR MARCH 2025	11580	100	2,269.99
				IMRF ER CONTRIB FOR MARCH 2025	11580	100	1,981.34
				VISION INSUR FROM PPO FOR MARCH 2025	11580	100	47.07
				CHECK LIBCK 16538 TOTAL FOR FUND 080:			<u>10,696.19</u>
05/07/2025	LIBCK	16539	WOMEN IN HISTORY	ADULT PROGRAM SUPPLIES	43710	603	200.00
06/11/2025	LIBCK	16540	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES/CARD STOCK	43550	603	12.97
				MAINTENANCE SUPPL-BUILDING/GLOVES	43660	603	63.03
				ADULT PROGRAM SUPPLIES	43710	603	27.98
				ADULT PROGRAM SUPPLIES	43710	603	72.61
				JUVENILE PROGRAM SUPPLIES	43720	603	152.15
				ADULT NON-FICTION BOOKS	45000	603	117.67
				ADULT FICTION BOOKS	45100	603	65.88
				ADULT AUDIO VISUAL MATERIAL/CREDIT	45200	603	(22.99)
				ADULT AUDIO VISUAL MATERIAL	45200	603	378.08
				PICTURE BOOKS, READERS	45410	603	69.36
				JUVENILE FICTION	45420	603	60.78
				JUVENILE KITS & DEVICES	45445	603	37.09
				TEEN BOOKS	45450	603	17.39
				TRENDING TITLES	45520	603	69.59
				TRENDING TITLES	45520	603	41.46
				CHECK LIBCK 16540 TOTAL FOR FUND 080:			<u>1,163.05</u>
06/11/2025	LIBCK	16541	BAKER & TAYLOR ENTERTAINMENT	TECHNICAL SERVICES SUPPLIES	43668	603	1.19
				TECHNICAL SERVICES SUPPLIES	43668	603	2.38
				TECHNICAL SERVICES SUPPLIES	43668	603	1.19
				TECHNICAL SERVICES SUPPLIES	43668	603	1.19
				TECHNICAL SERVICES SUPPLIES	43668	603	2.38
				TECHNICAL SERVICES SUPPLIES	43668	603	5.95
				TECHNICAL SERVICES SUPPLIES	43668	603	9.06
				TECHNICAL SERVICES SUPPLIES	43668	603	11.67

06/11/2025 10:31 AM
User: nstarosta
DB: Lake Bluff

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF
CHECK NUMBER 16511 - 16581

Page 4/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 080 LAKE BLUFF PUBLIC LIBRARY							
				TECHNICAL SERVICES SUPPLIES	43668	603	2.15
				TECHNICAL SERVICES SUPPLIES	43668	603	3.34
				ADULT NON-FICTION BOOKS	45000	603	20.17
				ADULT FICTION BOOKS	45100	603	35.15
				ADULT FICTION BOOKS	45100	603	148.63
				ADULT LARGE PRINT MATERIAL	45110	603	19.42
				JUVENILE NON-FICTION	45400	603	13.25
				JUVENILE NON-FICTION	45400	603	14.52
				JUVENILE NON-FICTION	45400	603	149.04
				JUVENILE FICTION	45420	603	25.92
				JUVENILE FICTION	45420	603	24.21
				JUVENILE FICTION	45420	603	87.89
				JUVENILE FICTION	45420	603	15.19
				JUVENILE FICTION	45420	603	14.52
				TEEN BOOKS	45450	603	11.52
				CHECK LIBCK 16541 TOTAL FOR FUND 080:			<u>619.93</u>
06/11/2025	LIBCK	16542	CINTAS CORP	MAINTENANCE SUPPLIES-BUILDING	43660	603	68.84
				MAINTENANCE SUPPLIES-BUILDING	43660	603	430.96
				CHECK LIBCK 16542 TOTAL FOR FUND 080:			<u>499.80</u>
06/11/2025	LIBCK	16543	CLAIRE OSADA	PROFESSIONAL DEVELOPMENT/MILEAGE REIMB	42400	603	38.15
				PROFESSIONAL DEVELOPMENT/PARKING REIMB	42400	603	15.00
				CHECK LIBCK 16543 TOTAL FOR FUND 080:			<u>53.15</u>
06/11/2025	LIBCK	16544	COLLEY ELEVATOR COMPANY	ELEVATOR MAINTENANCE	41020	603	490.00
06/11/2025	LIBCK	16545	COMPLETE CLEANING COMPANY, INC.	BUILDG MAINT/LIBRARY CLEANING	41000	603	1,415.00
				BUILDG MAINT/MUSEUM TRASH REMOVAL	41000	603	45.00
				CHECK LIBCK 16545 TOTAL FOR FUND 080:			<u>1,460.00</u>
06/11/2025	LIBCK	16546	COMPUTER VIEW, INC.	PATRON & STAFF SOFTWARE	45600	603	350.00
				PATRON & STAFF SOFTWARE	45600	603	1,622.00
				CHECK LIBCK 16546 TOTAL FOR FUND 080:			<u>1,972.00</u>

06/11/2025 10:31 AM
User: nstarosta
DB: Lake Bluff

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF
CHECK NUMBER 16511 - 16581

Page 5/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 080 LAKE BLUFF PUBLIC LIBRARY							
06/11/2025	LIBCK	16547	DEITERS & TODD LIBRARY CONSULTING	PROFESSIONAL DEVELOPMENT	42400	603	200.00
06/11/2025	LIBCK	16548	DEMCO, INC	TECHNICAL SERV SUPPLIES	43668	603	69.47
06/11/2025	LIBCK	16549	FIRST BANKCARD	MARKETING/SRC A FRAME	41345	603	37.40
				OFFICE SUPPLIES/BUSINESS CARDS	43550	603	48.97
				OFFICE SUPPLIES/BOARD NAME PLATES	43550	603	99.67
				OFFICE SUPPLIES/NAME PLATES	43550	603	44.44
				PATRON & STAFF SOFTWARE/PANTHEON	45600	603	420.00
				CHECK LIBCK 16549 TOTAL FOR FUND 080:			650.48
06/11/2025	LIBCK	16550	FIRST BANKCARD	PRINTING/E-NEWSLETTER/ADOBE	43410	603	79.99
				ADULT PROGRAM SUPPLIES/ILP	43710	603	325.00
				PATRON & STAFF SOFTWARE/ADOBE	45600	603	333.47
				CHECK LIBCK 16550 TOTAL FOR FUND 080:			738.46
06/11/2025	LIBCK	16551	FIRST BANKCARD	DUES/JULIE J ALA MEMBERSHIP	42440	603	155.00
				JUVENILE PROGRAM SUPPLIES	43720	603	75.19
				CHECK LIBCK 16551 TOTAL FOR FUND 080:			230.19
06/11/2025	LIBCK	16552	FIRST BANKCARD	UTILITIES	43230	603	457.85
06/11/2025	LIBCK	16553	FIRST BANKCARD	PROFESSIONAL DEVELOPMENT	42400	603	48.00
06/11/2025	LIBCK	16554	FIRST BANKCARD	MAINTENANCE SUPPLIES-BUILDING	43660	603	18.58
				MAINTENANCE SUPPLIES-BUILDING	43660	603	75.62
				MAINTENANCE SUPPLIES-BUILDING	43660	603	33.18
				CHECK LIBCK 16554 TOTAL FOR FUND 080:			127.38
06/11/2025	LIBCK	16555	FIRST BANKCARD	OTHER PROFESSIONAL/PAYPAL	41314	603	25.00
				PERIODICALS/WSJ	45500	603	64.99
				CHECK LIBCK 16555 TOTAL FOR FUND 080:			89.99
06/11/2025	LIBCK	16556	FIRST BANKCARD	MAINTENANCE-BUILDING/METRO STORAGE	41000	603	131.68
				MAINTENANCE-GROUNDS/SPRINKLERS	41050	603	360.50

06/11/2025 10:31 AM
User: nstarosta
DB: Lake Bluff

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF
CHECK NUMBER 16511 - 16581

Page 6/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 080 LAKE BLUFF PUBLIC LIBRARY							
				OTHER PROFESSIONAL/LATE FEE	41314	603	59.89
				MAINTENANCE SUPPLIES-BUILDING	43660	603	13.78
				CHECK LIBCK 16556 TOTAL FOR FUND 080:			<u>565.85</u>
06/11/2025	LIBCK	16557	GREATAMERICA FINANCIAL SVCS.	COPIER MAINTENANCE/SUPPLIES	41313	603	589.79
06/11/2025	LIBCK	16558	INGRAM LIBRARY SERVICES	TECHNICAL SERVICES SUPPLIES	43668	603	2.06
				TECHNICAL SERVICES SUPPLIES	43668	603	2.97
				TECHNICAL SERVICES SUPPLIES	43668	603	38.02
				TECHNICAL SERVICES SUPPLIES	43668	603	8.00
				TECHNICAL SERVICES SUPPLIES	43668	603	13.35
				TECHNICAL SERVICES SUPPLIES	43668	603	6.93
				TECHNICAL SERVICES SUPPLIES	43668	603	42.57
				TECHNICAL SERVICES SUPPLIES	43668	603	2.97
				TECHNICAL SERVICES SUPPLIES	43668	603	2.06
				ADULT NON-FICTION BOOKS	45000	603	52.38
				ADULT NON-FICTION BOOKS	45000	603	197.86
				ADULT FICTION BOOKS	45100	603	527.09
				ADULT FICTION BOOKS	45100	603	113.87
				ADULT FICTION BOOKS	45100	603	64.62
				ADULT FICTION BOOKS	45100	603	53.15
				PICTURE BOOKS, READERS	45410	603	454.17
				GRAPHIC NOVELS	45470	603	11.37
				GRAPHIC NOVELS	45470	603	112.90
				GRAPHIC NOVELS	45470	603	9.79
				CHECK LIBCK 16558 TOTAL FOR FUND 080:			<u>1,716.13</u>
06/11/2025	LIBCK	16559	INNOVATIVE INTERFACES, INC.	LIBRARY AUTOMATION SOFTWARE	45610	603	24,570.00
06/11/2025	LIBCK	16560	ISAURO REYES	MAINTENANCE-GROUNDS	41050	603	1,100.00
06/11/2025	LIBCK	16561	JULIE JURGENS	PROFESSIONAL DEVELOPMENT/MILEAGE REIMB	42400	603	6.02
				PROFESSIONAL DEVELOPMENT/PARKING REIMB	42400	603	15.00
				CHECK LIBCK 16561 TOTAL FOR FUND 080:			<u>21.02</u>
06/11/2025	LIBCK	16562	KANOPY, INC.	E-BOOKS	45460	603	72.00

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DB: Lake Bluff

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CHECK NUMBER 16511 - 16581

Page 7/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 080 LAKE BLUFF PUBLIC LIBRARY							
06/11/2025	LIBCK	16563	LARA LEAF	PROFESSIONAL DEVELOPMENT/MILEAGE REIMB	42400	603	22.12
06/11/2025	LIBCK	16564	LINKEDIN CORPORATION	ADULT REFERENCE/E-REFER	45220	603	2,500.00
06/11/2025	LIBCK	16565	MIDWEST ENVIRONMENTAL CONSULTING	MAINTENANCE-BUILDING	41000	603	2,750.00
06/11/2025	LIBCK	16566	MIDWEST TAPE LLC	E-BOOKS	45460	603	530.20
				TRENDING TITLES	45520	603	23.24
				CHECK LIBCK 16566 TOTAL FOR FUND 080:			553.44
06/11/2025	LIBCK	16567	MISSIONSQUARE	ICMA 457 PLAN PAYABLE	20245	200	1,741.21
06/11/2025	LIBCK	16568	MISSIONSQUARE	ICMA 457 PLAN PAYABLE	20245	200	1,718.24
06/11/2025	LIBCK	16569	MISSIONSQUARE	ICMA 457 PLAN PAYABLE	20245	200	1,688.18
06/11/2025	LIBCK	16570	MISSIONSQUARE	ICMA 457 PLAN PAYABLE	20245	200	1,560.93
06/11/2025	LIBCK	16571	OVERDRIVE , INC	E-BOOKS	45460	603	438.85
				E-BOOKS	45460	603	426.49
				E-BOOKS	45460	603	436.45
				E-BOOKS	45460	603	448.48
				E-BOOKS	45460	603	421.64
				CHECK LIBCK 16571 TOTAL FOR FUND 080:			2,171.91
06/11/2025	LIBCK	16572	QUILL LLC	OFFICE SUPPLIES	43550	603	103.52
06/11/2025	LIBCK	16573	RACHEL YANCEY	PROFESSIONAL DEVELOPMENT/MILEAGE REIMB	42400	603	31.08
06/11/2025	LIBCK	16574	RAILS	E-BOOKS	45460	603	2,041.91
06/11/2025	LIBCK	16576	S J CARLSON FIRE PROTECTION	MAINTENANCE-BUILDING/SPRINKLER HEAD	41000	603	12,612.00
06/11/2025	LIBCK	16577	SPRINGSHARE LLC	PATRON & STAFF SOFTWARE	45600	603	1,781.00
				PATRON & STAFF SOFTWARE	45600	603	1,781.00
				CHECK LIBCK 16577 TOTAL FOR FUND 080:			3,562.00
06/11/2025	LIBCK	16578	USA TODAY	PERIODICALS	45500	603	30.88
				PERIODICALS	45500	603	34.00

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User: nstarosta
DB: Lake Bluff

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF
CHECK NUMBER 16511 - 16581

Page 8/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 080 LAKE BLUFF PUBLIC LIBRARY							
				CHECK LIBCK 16578 TOTAL FOR FUND 080:			<u>64.88</u>
06/11/2025	LIBCK	16579	VANESSA HOWLAND	PROFESSIONAL DEVELOPMENT/MILEAGE REIMB	42400	603	67.69
				PROFESSIONAL DEVELOPMENT/PARKING REIMB	42400	603	15.00
				JUVENILE PROGRAM SUPPLIES	43720	603	3.49
				CHECK LIBCK 16579 TOTAL FOR FUND 080:			<u>86.18</u>
06/11/2025	LIBCK	16580	VILLAGE OF LAKE BLUFF	MED INSUR FOR APRIL 2025	11580	100	7,708.31
				DENTAL INSUR FOR APRIL 2025	11580	100	481.00
				VISION INSUR FOR APRIL 2025	11580	100	67.32
				LIFE INSUR FOR APRIL 2025	11580	100	91.91
				IMRF EE CONTRIB FOR APRIL 2025	11580	100	2,796.54
				IMRF ER CONTRIB FOR APRIL 2025	11580	100	2,440.23
				VISION INSUR FROM PPO FOR APRIL 2025	11580	100	53.44
				CHECK LIBCK 16580 TOTAL FOR FUND 080:			<u>13,638.75</u>
06/11/2025	LIBCK	16581	VOGUE PRINTERS	PRINTING/E-NEWSLETTER	43410	603	3,659.56
				Total for fund 080 LAKE BLUFF PUBLIC LIBRARY			110,588.56

WE WANT TO HEAR FROM YOU!

Thank you for taking a few moments of your time to let us know how we are doing. Your comments and suggestions are important to us.

I appreciate & enjoy the books put out on display. They give me new ideas for reading & a lot of inspiration.

If you would like a response, please provide us with:

Name _____

Phone or Email _____

WE WANT TO HEAR FROM YOU!

Thank you for taking a few moments of your time to let us know how we are doing. Your comments and suggestions are important to us.

Please develop a "Wall of Things" to checkout -
i.e. - CD player
Noise cancelling headphones
Lake Forest won't allow LB'ers to checkout from their's.
If you would like a response, please provide us with:
Thank you

Name _____

Phone or Email _____

WE WANT TO HEAR FROM YOU!

Thank you for taking a few moments of your time to let us know how we are doing. Your comments and suggestions are important to us.

I suggest changing the painting in the Reading Room every 2 months or so. Using our Lake Bluff artists.

Please put decals in the glass Reading Room glass doors. Glass doors closed are very dangerous.

If you would like a response, please provide us with:

Name _____

Phone or Email _____



Lake Bluff Library | LakeBluffLibrary.org

WE WANT TO HEAR FROM YOU!

Thank you for taking a few moments of your time to let us know how we are doing. Your comments and suggestions are important to us.

I like Reading!

Anna

If you would like a response, please provide us with:

Name

Phone or Email



Lake Bluff Library | LakeBluffLibrary.org



Lake Bluff Public Library
Published by Jillian Chapman



· May 1 · 🌐

📖 ✨ Big news, Lake County! Dolly Parton's Imagination Library is now open for enrollment! Every child from birth to age 5 gets a FREE, high-quality book mailed monthly—no income limits.

"I am so excited to announce that Illinois is expanding my Imagination Library statewide," says Dolly Parton.

Ready to sign up?

🔗 1 Visit www.imaginationlibrary.com 🔗 2 Click Check Availability 🔗 3 Enter your ZIP code, city, & county... **See more**

CELEBRATING!

1 in 7 Children

under the age of five in the USA
receives Imagination Library books



[See insights and ads](#)

Boost post

👍❤️ Illinois Library Association and 13 others

6 shares



Like



Comment



Share



Comment as Lake Bluff Public Library



The State of AMERICA'S LIBRARIES

★ ★ ★ A Snapshot of 2024 ★ ★ ★

TOP TEN MOST CHALLENGED BOOKS OF 2024

PAGE 9

CENSORSHIP BY THE NUMBERS

PAGE 10

*Nearly 3 in 4 book challenges are from
pressure groups or government sources*



BOOK RÉSUMÉS



A Free Resource to Fight Censorship in Your Community.

Book Résumés from Unite Against Book Bans is a free tool to assist teachers, librarians, parents, and community members in defending the freedom to read. **Each book résumé details a title's significance and educational value** and is easy to download and print for sharing with administrators, book review committees, and the public at board meetings.



Created in partnership with publishers, librarians, and *School Library Journal*.

The State of AMERICA'S LIBRARIES

A Snapshot of 2024

Produced April 2025

Contents

- 4** Introduction: Libraries Face Challenges But Continue to Serve
- 5** Don't Believe the Hype! Libraries of All Kinds Remain Essential to Their Communities
- 6** Freedom to Read Continues to Come Under Fire
- 9** Top 10 Most Challenged Books of 2024
- 10** Censorship By the Numbers
- 11** Welcoming All to the Library
- 15** Embracing AI Literacy: Strengthening the Future of Libraries
- 16** Investing in Libraries' Civic and Broadband Infrastructure in 2024
- 19** About This Report



ALA's Celebrate National Library Week poster.

INTRODUCTION

Libraries Face Challenges But Continue to Serve

by LESLIE BURGER



As I sit down to write this introduction and look back at 2024, it seems like such a long time ago. The State of America's Libraries report is meant to be a snapshot-in-time of the year that's past, and this year's report will cover the great work libraries of all kinds did in the past year.

That will include the lead-up to the election, when the American Library Association teamed up with the League of Women Voters for our Reader. Voter. Ready. campaign, which was picked up at libraries throughout the country. Our libraries worked hard to get the vote out, not for specific candidates, but for people to freely choose their next leaders. That's what democracy is all about.

Before the end of 2024, we had the results of that election. Since then, we learned that the Institute of Museum and Library Services, the only federal funding dedicated to libraries, is slated for elimination and grant funding will be stopped. Library services throughout the U.S. are in jeopardy because of this action. We don't yet know how the rest of 2025 will unfold, but I would be remiss if I didn't acknowledge how much our library world is changing and how quickly. Check out our [#ShowUpForOurLibraries](#) campaign for more information.

But the work of libraries in 2024 is not to be ignored because library professionals continued to lead the way in their communities, and libraries continued to be the bedrock of our country.

Here are three major trends from 2024:

Censorship

We continued to deal with book bans and adverse legislation, and you'll see that reflected in this report. But we also saw some states working to protect libraries and people showing up for our libraries. Plus, libraries and their communities continued to take advantage of resources on the [Unite Against Book Bans website](#).

Artificial Intelligence

It's not enough to understand how to use artificial intelligence (AI) in libraries, although the library world continues to do so. Library workers are also busy understanding the ethical issues of using AI, from baked-in biases to copyright. We know libraries of all kinds have always led the way when it comes to technology, and the understanding of AI is top of mind.

Sustainability

Libraries are playing a bigger role in helping their communities navigate environmental disasters, which are happening with greater intensity and frequency. From wildfires to hurricanes, libraries were there in 2024 with internet, shelter, and information for people who lost everything after climate-related events. In addition to reacting quickly in times of need, libraries are working ahead of tragedy to preserve collections and protect community culture by digitizing collections and strengthening infrastructure.

As always, our libraries are absolutely critical to our communities, our society, and our democracy. They continue to provide hope in dark times, and for that I could not be more grateful. ●



ALA's Banned Books Week poster.

Leslie Burger is interim executive director of the American Library Association.

Don't Believe the Hype! Libraries of All Kinds Remain Essential to Their Communities

by CINDY HOHL



Some headlines might have you believe that all libraries are caught up in the political divide. But surveys show that libraries remain strongly supported by people from both sides. The stories in the news aren't wrong, but the forces that would remove books simply because

they are about LGBTQIA+ people or people of color are highly organized pressure groups. Turns out, most people want an educated United States of America, and libraries of all kinds are the purveyors of the services that help everyday Americans live better lives.

Not only do libraries garner wide support in our country, but in my travels and in my own city, people genuinely love their libraries. People speak warmly about their experiences in libraries. And most people aren't even aware of all that libraries provide. They might know about childhood literacy, summer reading programs, and all those books on the shelves. But libraries in the digital age have captured the hearts of people who listen to audiobooks or read digital versions of books on their apps (all you need is a library card!). Many don't know that libraries help people:

- Get a GED
- Apply for jobs
- Start a new business
- Use a 3D printer
- Connect with telehealth services

The list goes on and on. Libraries are the very heart of their communities, and each library tailors its services to its community. Here are a few examples:

Strong broadband

Tribal libraries are near and dear to my heart. I am a member of the Santee Sioux Nation, and one of our concerns among Indigenous Peoples in our country is strong internet. Working with the American Library Association, we have seen more

libraries benefiting from government programs to provide internet to our Indigenous populations.

Mental health

Library Media Specialist Diana Haneski has helped survivors at Marjory Stoneman Douglas High School in Parkland, Florida, navigate the trauma of a mass shooting that took the lives of 14 students and three faculty. Haneski, who survived the shooting herself, has become a leader in the community's healing by providing a space in the school library for students to commune with her trained therapy dog, River, or to meditate in the Zen room. Haneski was one of 10 library professionals nationwide recognized early in 2024 with the American Library Association's I Love My Librarian Award.

Tailoring to a rural community

In Bethel, Alaska, the library serves as a satellite of the University of Alaska Fairbanks and as the community library for this remote city that can only be reached by plane or boat. Kuskokwim Consortium Library Director Theresa Quiner pays close attention to her community's needs, from classes that teach camp cooking and canning to a partnership with local organizations to address homelessness. Quiner was also selected for the I Love My Librarian Award.

Stories like these abound in communities across our nation. It's no wonder that people love and appreciate their libraries. When libraries are threatened, whether by organized groups or by governments withdrawing financial support, we must show up for our libraries. Libraries create welcoming spaces where everyone feels and knows that they belong. Let's ensure they are there for us for years to come. ●

Cindy Hohl is the 2024-2025 president of the American Library Association and director of policy analysis at Kansas City Public Library.

Freedom to Read Continues to Come Under Fire

by DEBORAH CALDWELL-STONE



By any measure, 2024 represented a difficult time for libraries, library workers, and all those who champion the freedom to read. The number of demands to censor and restrict library resources remained at record levels, with 821 attempts to censor library books and materials across all library types reported to ALA's Office for Intellectual Freedom in 2024.

While this is a decrease from 2023, when 1,247 attempts to censor library materials were reported to ALA, it is still the third-highest number of book challenges recorded by ALA's Office for Intellectual Freedom since it began documenting library censorship in 1990.

Organized censorship campaigns

These demands to remove and restrict books and other library materials are not the result of any grassroots or popular sentiment. The majority of book censorship attempts are now originating from well-funded, organized groups and movements long dedicated to curbing access to information and ideas. Pressure groups, elected officials, board members, and administrators initiated nearly 72% of demands to censor books in school and public libraries. Parents only accounted for 16% of demands to censor books, while less than 5% of reported book challenges were brought by individual library users.

The harms inflicted on our freedom to read by organized censorship campaigns can be seen in the numbers. From 2001–2020, during the two decades prior to the start of the organized censorship campaign, an average of 46 titles were challenged per year by pressure groups, board members, administrators, and elected officials, who brought 2.8% of the total documented challenges. In 2024, these groups targeted 4,190 titles for censorship, 71.6% of the total documented; these were primarily books addressing the lives, experiences, and concerns of LGBTQIA+ persons, or books addressing the

We are witnessing an effort to eliminate entire genres and categories of books from library shelves in pursuit of a larger goal of placing politics and religion over the well-being and education of young people and everyone's right to access and find information in our libraries.

lives, experiences, and concerns of Black persons, Indigenous persons, and persons of color.

Attacks on those defending freedom

Not reflected in these numbers are the relentless attacks on library workers, educators, and community members who stand up to the censors and defend the freedom to read. These attacks are creating an environment of fear in which library workers are afraid to buy books or report censorship. Barriers to user access grow ever higher, with books under lock and key in "adult only" rooms that require ID to access, held in staff areas and available only upon request, or require parental permission, if the materials they're looking for are even still available.

We are witnessing an effort to eliminate entire genres and categories of books from library shelves in pursuit of a larger goal of placing politics and religion over the well-being and education of young people and everyone's right to access and find information in our libraries. It is impacting our youth and our communities.

- In Virginia, the board of the King George County Schools restricted access to more than 100 titles at the urging of a 76-year-old preacher, who is related to two board members. The books are now under lock and key or kept behind the librarian's desk, and the board has taken control of book selection.
- Nearly 400 books were removed from school libraries in Wilson County, Tennessee, after state legislators adopted a law that barred Tennessee schools from making any books available that "in whole or in part" contain sexual conduct, excess violence, or something that is "patently offensive." As a result, students lost access to many acclaimed works of literature, including Kurt Vonnegut's *Slaughterhouse Five*, John Green's *The Fault in Our Stars*, and Sherman Alexie's *The Absolutely True Diary of a Part-Time Indian*.
- At the Community Library Network in northern Idaho, 140 young adult and non-fiction titles were removed from circulation at the urging of representatives from the organization Clean Books 4 Kids, denying the entire community access to those books.

State legislation's impact on access

Legislatures in several states support and reinforce the efforts of pressure groups by adopting new laws that are intended to restrict readers' access to disfavored books in libraries and schools. Some of these laws censor books containing broadly defined "sexual content," like Tennessee's "Age-Appropriate Materials Act" and Utah's "Sensitive Materials Act."

Other proposed laws would allow library workers and educators to be criminally prosecuted or susceptible to private

right-of-action lawsuits for simply making books available in the library that a single person deems inappropriate for minors.

Other laws passed in 2024 create regulatory regimes that eliminate or restrict library workers' involvement in developing library collections or institute statewide control of library resources, eliminating local control of community libraries.

The most insidious attack on the freedom to read in 2024 is the coordinated and ongoing effort by several state attorneys general to overturn decades of legal precedent that hold that public libraries are public spaces intended for people's access to information and ideas that operate under the First Amendment. They seek a declaration that libraries and their collections are nothing more than an expression of elected officials' opinions that can be censored at will to deny people access to the ideas and opinions they do not like.

Courts overturning book ban laws

Fortunately, courts are rejecting the claim that libraries belong to politicians and pressure groups rather than members of the community the libraries serve. Courts are overturning laws that infringe on our freedom to read. Federal courts in Arkansas, Iowa, and Texas have firmly rejected the claim that library users have no First Amendment rights.

Indeed, the federal court in Arkansas permanently barred enforcement of Act 372 (Arkansas' book ban law), holding that it violated the rights of both adult and minor library users. Library users, authors, publishers, and civil liberties groups are similarly challenging book bans and library censorship around the country, with active lawsuits challenging discriminatory book bans in Alabama, Colorado, Florida, Idaho, Iowa, South Carolina, Texas

"The work that we're engaging in, our work defending intellectual freedom, is nowhere near as complicated as rocket science or as high stakes as world domination. It will be hard, but we know it is worth doing, because the freedom to read is also the freedom to question what is out there, the freedom to share knowledge and beauty, and the freedom to dream."

- ERIC STROSHANE, MLS

Legislators in California, Illinois, Maryland, Minnesota, New Jersey, and Washington adopted new legislation protecting the freedom to read and the library workers who defend that freedom for their communities. Sixteen other state legislatures are considering similar legislation.

Some states step in

Legislators who appreciate what libraries do for their communities and who take seriously their duty to protect constitutional liberties, are stepping up as well. Legislators in California, Illinois, Maryland, Minnesota, New Jersey, and Washington adopted new legislation protecting the freedom to read and the library workers who defend that freedom for their communities. Sixteen other state legislatures are considering similar legislation.

Communities speak out for library workers, educators

At the same time, communities are rejecting the rhetoric of book banners, speaking out on behalf of free speech and standing up for library workers and educators:

- In New Castle, Indiana, dozens turned out to oppose a proposal to remove several books from the middle school library. “Removing or banning books is a slippery slope to government censorship and the erosion of our

country’s commitment to freedom of expression,” said one grandmother. All of the challenged books were retained by the board.

- Nearly 100 residents of Lapeer County, Michigan, turned out to support the library director and staff after rumors of a possible book ban reached the community. Commenters supported a decision to retain challenged books in the library’s collection, insisting that decisions regarding materials in libraries should be left up to the library directors and staff. “A person can decide that they do not want to read a particular book and that they do not want their child to read a particular book,” said one person. “But they cannot decide that an entire community cannot read a particular book.”

Celebrating library workers

The courageous front-line librarians who stand up for the freedom to read and who stand against book bans are being recognized and celebrated. “The Librarians,” a documentary by director Kim Snyder and producer Sarah Jessica Parker, shines a spotlight on librarians Suzette Baker, Becky Calzada, Carolyn Foote, Martha Hickson, Amanda Jones, Nancy Jo Lambert, and Audrey Wilson-Youngblood, who all persevere in their defense of their users’ freedom to read despite being fired, harassed, stalked, and threatened with jail time.

Their commitment to the First Amendment right to receive information and ideas and their brave stand against censorship are the hallmarks of librarianship. Those who work in libraries understand that the official suppression of ideas and opinions harms both individuals and the society they live in and that libraries are fundamental to freedom in the United States. That is why they take on the hard work of protecting the public’s right to access a wide range of materials representing diverse viewpoints and ideas. It is work that will continue in 2025. ●

Deborah Caldwell-Stone is director of ALA’s Office for Intellectual Freedom.

TOP 10 MOST CHALLENGED BOOKS OF 2024

The American Library Association documented **821 attempts to censor** materials and services at libraries, schools, and universities in 2024. The most common reasons for challenges were false claims of illegal obscenity for minors; inclusion of LGBTQIA+ characters or themes; and dealing with topics of race, racism, inclusivity, equity, and social justice. Of the **2,452 unique titles** that were challenged or banned in 2024, here are the top 10 most frequently targeted.

1



All Boys Aren't Blue: A Memoir-Manifesto

by George M. Johnson

Why this book matters:
bit.ly/allboysBR

2

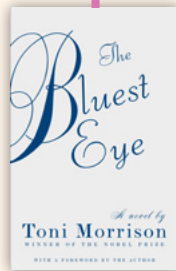


Gender Queer: A Memoir

by Maia Kobabe

Why this book matters:
bit.ly/genderBR

3/4

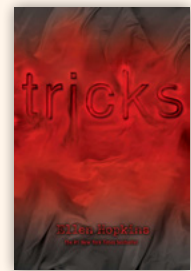


The Bluest Eye

by Toni Morrison

Why this book matters:
bit.ly/bluestBR

5



Tricks

by Ellen Hopkins

Why this book matters:
bit.ly/tricksBR



The Perks of Being a Wallflower

by Stephen Chbosky

Why this book matters:
bit.ly/wallflowerBR

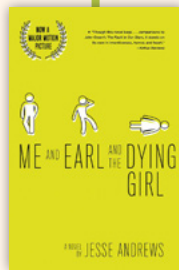
6/7



Looking for Alaska

by John Green

Why this book matters:
bit.ly/alaskaBR



Me and Earl and the Dying Girl

by Jesse Andrews

Why this book matters:
bit.ly/earlBR

8/9



Crank

by Ellen Hopkins

Why this book matters:
bit.ly/crankBR



Sold

by Patricia McCormick

Why this book matters:
bit.ly/soldBR

10



Flamer

by Mike Curato

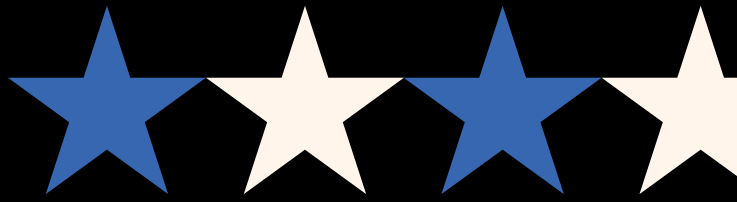
Why this book matters:
bit.ly/flamerBR



OFFICE FOR
Intellectual Freedom
American Library Association

CENSORSHIP

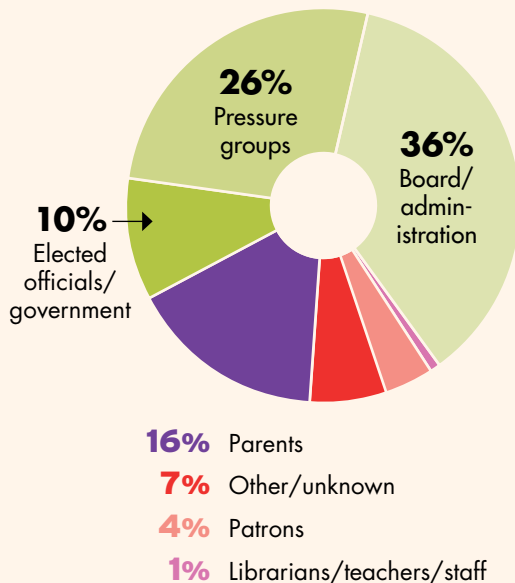
BY THE NUMBERS



The American Library Association documented another year in an unabating deluge of efforts to censor library materials in 2024, continuing an extremist campaign to suppress access to books that began in 2021. Last year, **2,452 unique titles** were challenged, the third-highest number ever documented by ALA and significantly exceeding the annual average of 273 unique titles over the period from 2001–2020. **Learn more at ala.org/bbooks.**

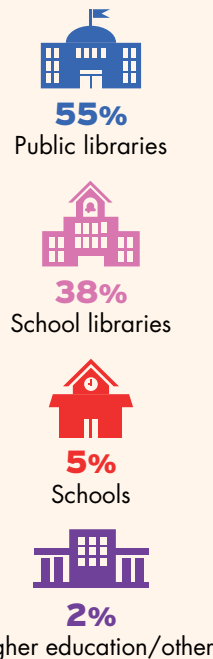
WHO CHALLENGES BOOKS?

Nearly **72% of censorship attempts** in 2024 were initiated by pressure groups and decision makers who have been swayed by them.



Statistics based on 5,813 book challenges.

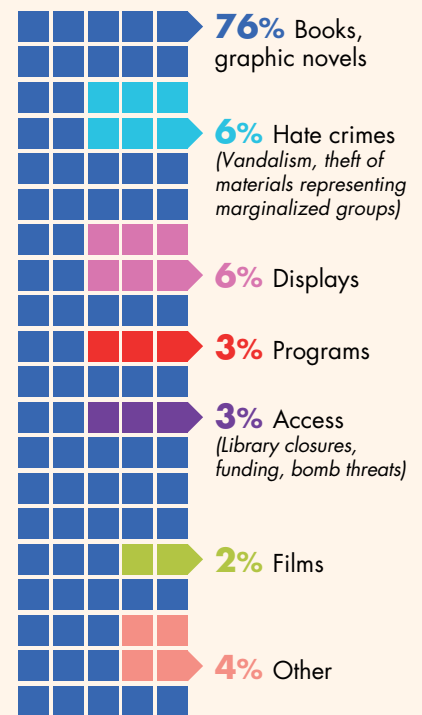
WHERE DO CHALLENGES TAKE PLACE?



Statistics based on 804 cases with known locations.

BOOKS AND BEYOND

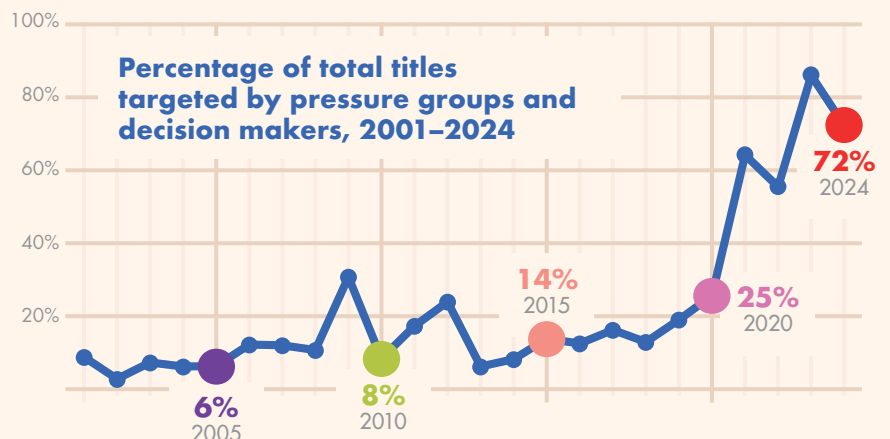
ALA's Office for Intellectual Freedom tracked **821 censorship attempts** in 2024. Here's the breakdown:



CENSORSHIP TRENDS

The majority of library censorship can be tied to organized campaigns. Pressure groups and the administrators, board members, and elected officials they influenced targeted 4,190 total titles in 2024. From 2001–2020, this constituency attempted to remove an average of 46 titles per year.

CENSORSHIP STATISTICS
COMPILED BY:  OFFICE FOR Intellectual Freedom
American Library Association



Welcoming All to the Library

edited by PHIL MOREHART

U pheaval and uncertainty have rocked the library world in recent years, from record book bans and challenges or threats to library workers' lives and livelihoods for simply doing their jobs. But despite it all, librarians soldiered forward and deployed innovative ways to introduce communities and students to everything that the library offers.

Prioritizing mental health

Public libraries across the US are supporting those in their communities who are seeking help with mental health issues by designating shelves with books that address mental illness, addiction recovery, and other stigmatized topics—materials they intend to give away or don't expect to see returned.

San Francisco Public Library (SFPL) provides free addiction recovery materials through its Read to Recovery program. Staff are trained to use Narcan to reverse opioid overdoses, but with the city in the throes of an addiction crisis, it isn't enough, says Doreen Horstin, manager of SFPL's Park branch.



Doreen Horstin, manager of San Francisco Public Library's Park branch, adds a book to the Read to Recovery shelves, which provide free addiction recovery materials to patrons.

PHOTO: JAIME WONG/SAN FRANCISCO PUBLIC LIBRARY

"We can't just administer Narcan and not do anything else," Horstin told [American Libraries](#). "We're all about books. That's what we do. It's still the number one service that we offer."

In 2022, Horstin started expanding the system's collection of addiction recovery materials before connecting with Matt Dorsey, now a member of San Francisco's Board of Supervisors. Dorsey suggested that some people might want to keep and annotate their books, especially workbooks like those published by Alcoholics Anonymous. Together, they [successfully advocated](#) that the city board make these items free for all.

High levels of demand have spurred SFPL to invest heavily in Read to Recovery. Currently, four locations have these no-checkout shelves, and library staffers are working to roll out the initiative to all 28 locations and its Jail and Reentry Services program. Between January 2023 and July 2024, SFPL used almost \$66,000 from its Library Preservation Fund to purchase materials covering a variety of approaches to addiction recovery. Read to Recovery gave away 3,703 recovery-related books in the fiscal year that ended in June 2024.

Exploring the universe

NASA voyaged a little closer to home when it held a [workshop](#) for Tribal libraries at New Mexico State Library in August 2024.

Facilitated by Christine Shupla and Claire Ratcliffe Adams from the [NASA Science Activation program's NASA@ My Library](#) project and with input from area Tribal libraries, the Co-Design Space Science, Technology, Engineering, and Mathematics (STEM) program explored an array of space-related programming and activities that libraries could adapt, from passive programming to physically engaging activities and even engineering design. Advisors also stressed the need to make the activities culturally relevant for their Tribal communities.

After a crater-creation activity, participants discussed replacing the materials with local materials and incorporating aspects of the local topography and even local art. Throughout the workshop, Shupla and Adams reiterated that the participants' thoughts and input were critical—that they were the keepers of knowledge of their communities and that their voices were respected.

“I like how the instructors were reassuring throughout the session,” said one participant. “Making sure everyone was comfortable and making it feel safe to share ideas.” Another participant said, “I tend to not participate, but observe, because I’m not a scientist. It was awesome (feeling comfortable) to design too!”

The Space Science Institute’s National Center for Interactive Learning, in partnership with the American Library Association (ALA), Cornerstones of Science, Lunar and Planetary Institute, and Education Development Center, leads the NASA@ My Library program.

Walking for freedom

For the past two years, students at Tom C. Clark High School in San Antonio, Texas, have been able to learn about censorship and freedom-to-read issues thanks to a program initiated by the school librarian. “It’s important for students to be aware of what they have access to,” Lucy Podmore, librarian at Tom C. Clark High School in San Antonio, Texas, [told I Love Libraries](#). Understanding the myriad factors that impact that access, however, can be another story.

So, during Banned Books Week in 2023, Podmore decided to reconsider typical programming and switch to a freedom-to-read perspective—one that could educate students and their families about what goes into decisions affecting library bookshelves. Central to that event was what Podmore dubbed the Freedom Walk, an outdoor path on the school’s campus with interactive stations along the way.



A stop on the Freedom Walk at Tom C. Clark High School in San Antonio, Texas.
PHOTO: TOM C. CLARK HIGH SCHOOL

Collaborating with social studies teachers to align with curricula, the Freedom Walk occurred in the school’s central courtyard during student lunch periods and was comprised of five interactive stations centered around censorship issues: First Amendment rights, censorship terms, school district collection development and reconsideration policies, books as windows and mirrors, and voter registration/education. The stations gave nearly 500 students the opportunity to reflect and learn about their own experiences with censorship through games and introspective prompts.

In 2024, Tom C. Clark High School received a [Sara Jaffarian Award for Exemplary Humanities Programming](#) for its Freedom Walk initiative. It was the first time the award had been granted to a high school. The \$5,000 award is presented annually by the ALA’s Public Programs Office and is sponsored by ALA’s Cultural Communities Fund in cooperation with the American Association of School Librarians.

The best part about the experience, says Podmore? The students were really getting into it.

“They were asking a lot of questions,” she recalls. “I thought, ‘Holy smokes, they’re interested in this.’”

Providing access

Georgetown, Delaware, is the county seat of Sussex County and a rural community characterized by numerous farms and agricultural activity. Despite being the hub of county governance, many areas in and around Georgetown lack access to essential internet infrastructure. Even within town limits, some residents either do not have internet access or cannot afford it, creating significant barriers to education, employment, and connectivity in today’s digital world.

Thanks to [Community Connect: Fostering Digital Access](#), a grant program launched by ALA and Capital One that provides rural public libraries with resources and support to assist patrons in establishing and sustaining affordable and high-speed home internet connections, Georgetown Public Library (GPL) was able to give its patrons access to the internet through its hotspot lending program. GPL was one of 30 libraries to receive five Wi-Fi hotspots (including service contracts) and five laptops for lending to patrons. It also received a \$2,000 stipend to support implementing financial capability and digital literacy programs.

Throughout the grant period, GPL circulated their hotspots 122 times and laptops 28 times. Patrons were able to check out hotspots and laptops for up to one week. Those without home internet due to cost or rural location were excited to have access.

“The hotspots seemed to be the biggest success,” a GPL library worker said. “They never sat on our shelves. As soon as they were returned, they were put on the holds shelf for another patron.”

GPL also partnered with a local financial advisor to offer an investing workshop to a local homeschool group as well as a personal finance workshop targeted towards adult patrons. It also offered a computer basics class for Spanish-speaking patrons, which used the Digital Learn curriculum and met on Saturdays for 12 weeks.

“For me this was a very important experience to be able to work in my business and be able to make a document or presentation,” said a GPL patron. “This class has been very important for me and my family.”

Meeting neurodiverse needs

To fill in service gaps exposed by the COVID-19 pandemic, Warren County (Ky.) Public Library (WCPL) opened four satellite libraries. These one-room, full-service satellites, housed by community partners, are meant to support populations that would otherwise struggle to visit a full-size branch because of socioeconomic, transportation, or other barriers.

Continuing with that outreach, WCPL began working with LifeWorks at Western Kentucky University in Bowling Green, a 28-unit residential community that offers two-year stays for neurodiverse young adults and focuses on independent living and job readiness. WCPL opened a satellite location at the facility—making it the state’s first public library branch dedicated to serving neurodiverse patrons.

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Participants at LifeWorks, a residential community for neurodiverse young adults, hold bags from Warren County (Ky.) Public Library (WCPL). WCPL recently opened a satellite branch at LifeWorks.

PHOTO: WARREN COUNTY (KY.) PUBLIC LIBRARY

Earl Willis, WCPL’s special populations liaison, hosts several programs every week. The satellite is designed to be a sensory-sensitive environment, enabling individuals with autism, ADHD, or other learning differences—who can become overstimulated in crowded public areas—to concentrate on their studies, read a book, or browse digital library resources. With natural light from two large windows and carpet to reduce noise, the space is conducive for learning. Its location away from living spaces and LifeWorks’ main activity area provides a calm place for participants to spend time without distractions.

Because of his decades of library experience, Willis is incredibly familiar with the neurodiverse population and can build strong bonds with LifeWorks participants by being there daily. He provides detailed training sessions on how to access and utilize the library’s services, like Hoopla and Libby, which are enhanced even further by the enrichment activities and social groups he’s created. There are book, poetry, and music clubs where participants can share and learn from others.

Library classes and workshops are offered at a variety of times to accommodate LifeWorks participants’ unique schedules. Additionally, those interested in careers in library services can shadow Willis to learn what it might take for them to also become professional librarians. Several have expressed interest in library work after volunteering with him.

Willis notes that he has already seen a change in the way participants view the library, primarily because the satellite

is less intimidating than a typical library branch. “It’s a more personal experience,” [he told American Libraries](#). “While the public library may not have been a familiar environment before, they now know about the many resources available to them.”

Creating a sense of place

Northwestern University (NU) in Evanston, Illinois, and the Chicago office of the national nonprofit World Relief work together to offer free summer programming for families who are refugees or seeking asylum. In 2021, after the U.S. military withdrew its final troops from Afghanistan, tens of thousands of Afghan families fled to the U.S. That’s when NU’s Seeley G. Mudd Library (ML), its science and engineering library, joined the partnership, hosting dozens of these families’ children in its makerspace each summer.

The student-named Fun Summer Program encourages participants to gain new academic skills, develop leadership experience, and build connections in their new community. The partnership’s success helped earn ML librarian Ted Quiballo a 2024 I Love My Librarian Award from ALA.

Each summer, nearly 70 students participate in the program. On a typical day, students build mini robots and program their movements with block-based coding, create

On a typical day, students build mini robots and program their movements with block-based coding, create 3D prints, laser-cut name tags, or learn about the intersection between sports and technology.

3D prints, laser-cut name tags, or learn about the intersection between sports and technology through tools like the HomeCourt app, which uses artificial intelligence to record reaction times and helps users practice hand-eye coordination.

The program is facilitated by interns recruited from across Chicago who often share similar cultural, religious, or language backgrounds with the students. The interns are trained in ML’s technologies as well as pedagogical practices that are culturally responsive and support social-emotional learning. For example, after a lesson, students teach what they just learned to one another rather than instructors taking charge. Students and interns engage in joyful moments of play and connect by conversing in Arabic or Dari and discussing their family traditions during Muslim holidays.

“Kids in the program tell their parents how excited they are to go each day,” [wrote Quiballo and Sarah P. Lee](#), a graduate researcher in NU’s Learning Sciences program, in *American Libraries*. “We hope the students also notice how we center their interests and value their knowledge, skills, and experiences as a form of expertise. We know there isn’t a one-size-fits-all approach to this work, but we lead successfully when we prioritize authentic connections and care.” ●

Phil Morehart is a communications manager at the American Library Association.



Ted Quiballo (right), instructional technologies librarian at Northwestern University in Evanston, Illinois, shows interns for World Relief Chicagoland’s youth summer program how to use a 3D scanner.

CREDIT: NORTHWESTERN UNIVERSITY

Leveraging Generative AI: A Proactive Approach for Future-Ready Libraries

by LEO S. LO

Imagine a student receiving personalized reading recommendations that ignite a lifelong passion for learning, or a librarian swiftly identifying misinformation to protect their community. Thanks to artificial intelligence (AI), these scenarios are becoming a reality in libraries today.

Over the past two years, libraries have rapidly shifted from cautious exploration to actively integrating AI—particularly generative AI—into their operations. The 2024 [Clarivate global survey](#) found more than 60% of libraries now evaluating or planning AI projects, making AI their top technological priority. This accelerated adoption highlights the urgent need for librarians across all types of institutions to develop AI literacy, enabling them to effectively, ethically, and confidently integrate AI into their daily work.

Defining AI literacy

I define [AI literacy](#) as “the ability to understand, use, and think critically about AI technologies and their impact on society, ethics, and everyday life.”

AI literacy encompasses technical knowledge of foundational concepts like machine learning and neural networks; ethical awareness to address algorithmic bias, privacy, and accountability; critical thinking to evaluate AI-generated content for accuracy and bias; practical skills for hands-on proficiency with AI tools; and understanding AI’s societal impact on equity, economics, culture, and sustainability.

Strategic importance of AI literacy in libraries

The strategic importance of AI literacy in libraries is clear. As shown by our [study with Association of Research Libraries](#)

[\(ARL\) library leaders](#) and supported by Clarivate’s findings, libraries have rapidly moved from exploring AI to actively integrating it into their operations. By 2025, nearly one-third of ARL libraries had begun implementing AI, while most continued exploring its uses.

Public libraries view AI as essential for content discovery, operational efficiency, and research support, and school libraries are similarly adopting AI through initiatives like “[LibraryReady.AI](#),” highlighting their commitment to enhancing educational services.

Despite optimism about AI’s potential, libraries face key challenges, including resource gaps for smaller libraries, varied staff attitudes requiring tailored professional development, and the rise of AI-generated misinformation that demands increased ethical vigilance from library professionals.

The path forward

To successfully navigate these opportunities and address the associated challenges, libraries must prioritize AI literacy through targeted training and accessible professional development, supported by strong internal and external collaborations. By investing in AI literacy, libraries reinforce essential community values like trust, inclusivity, and democratic participation, ensuring their continued relevance and leadership in an increasingly AI-driven world. ●

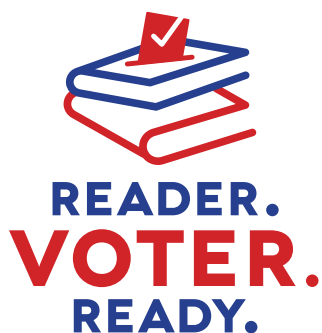
Leo S. Lo is dean and professor of the College of University Libraries and Learning Services at the University of New Mexico and President of the Association of College and Research Libraries (ACRL)

Investing in libraries' civic and broadband infrastructure in 2024

by SHAWNDA HINES



Civic participation was a thrust of library advocacy in the leadup up to the 2024 elections. Voting is one of the greatest privileges and responsibilities of U.S. citizenship, but turnout in national elections is consistently less than two-thirds of eligible voters. As institutions that provide access to information, resources, programs, and public spaces for all, libraries are a cornerstone for civic engagement.



In April 2024, ALA launched the Reader. Voter. Ready. campaign to inform and prepare library workers and supporters to build on this foundation and support voter engagement in the November elections.

As part of this effort, ALA undertook a national

partnership with another trusted local institution: the League of Women Voters. The organizations released a collaboration toolkit for local libraries and leagues and co-hosted live webinars featuring partnerships between local Leagues and public, academic, and school librarians. The Association for Library Service to Children (ALSC) contributed to Reader. Voter. Ready. with the September release of a booklist for young readers, "[Inspiring Future Voters](#)."



Inspiring Future Voters, ALSC's Reader. Voter. Ready. booklist for young readers.

With single-party control of both houses of Congress and the executive branch, ALA is preparing for anticipated cuts in library and education funding for FY2026 in the 119th Congress.

Following the 2024 elections, ALA leaders and staff pivoted to policy analysis in preparation for a second Trump Administration and the 119th Congress. In November, ALA launched a popular semi-monthly, member-exclusive webinar series to inform members of the range of issues and actions expected to arise in 2025.

White House budget prompts #FundLibraries campaign

Meanwhile, the annual congressional appropriations cycle circled back in March 2024, when the White House presented its budget proposal. The administration's \$30 million recommendation for the Innovative Approaches to Literacy school library program matched the FY 2023 level of support. More disappointing, President Biden recommended [a decrease](#) for the Library Services and Technology Act (LSTA).

Shortly thereafter, ALA launched its #FundLibraries campaign, hosting a congressional fly-in with the Chief Officers of State Library Agencies in Washington, DC. Library advocates responded: In one month, a record 20,000 advocates called on their members of Congress to sign "Dear Appropriator" letters in support of library funding.

As has been the case for years now, all work on congressional funding stalled. House and Senate appropriators provided some indication of their willingness to support library funding through LSTA and [the Innovative Approaches to Literacy \(IAL\) program](#). The House FY2025 spending bill

called for significant cuts in funding for LSTA and the Institute of Museum and Library Services (IMLS)—the largest source of federal funding for America's libraries—while the Senate spending bill called for an increase in LSTA funding.

Congress was unable to enact any final spending bills last year and passed a temporary spending measure (called a Continuing Resolution) to keep the government operating through March 2025, maintaining the funding rate for LSTA at \$211 million and IAL at \$30 million—level with FY24—until work on the final bills is wrapped up.

At press time, Republicans are seeking to move a full-year Continuing Resolution with cuts to some domestic spending, though it's unclear if library funding will be cut. Passage of this proposal is uncertain. With single-party control of both houses of Congress and the executive branch, ALA is preparing for anticipated cuts in library and education funding for FY2026 in the 119th Congress.

Changes in IMLS leadership

Also in March, IMLS [announced](#) the departure of Director Crosby Kemper following the end of his four-year term. In 2025, President Trump appointed Deputy Secretary of Labor Keith E. Sonderling as Acting Director of IMLS.

Learn Without Limits E-rate funding

ALA also led efforts to improve another vital source of funding for public libraries and schools—the Federal Communications Commission's (FCC) E-rate program. The Learn Without Limits initiative championed by FCC Chairwoman Jessica Rosenworcel was unveiled at the 2023 ALA Annual Conference and enabled support for a cybersecurity pilot, Wi-Fi on school

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buses, and hotspot lending through libraries and schools in 2024.

Almost half of public libraries (46.9%) currently offer hotspots for patrons to check out—an increase of 14.6% since 2020—according to the [2023 Public Library Technology Survey](#), published by the Public Library Association.

“Until everyone has an affordable home internet connection, hotspots are a promising alternative in most communities—and America’s libraries have proven success in lending them,” ALA President Cindy Hohl said.

More than half of all public libraries each year apply for [E-Rate](#) funding to support the broadband capacity needed to serve communities nationwide. Unfortunately, E-Rate is one of four programs within the FCC’s Universal Service Fund (USF) that is being contested in federal courts. In November 2024, the Supreme Court accepted a case challenging the constitutionality of the Universal Service Fund from the Fifth Circuit Court. ALA has filed amicus in support of the E-Rate program and overall Universal Service Fund.

ALA is also showing up for libraries in the courts, where many battles will be fought over the next few years. ALA will monitor and be vigilant, preferably in concert with other major national organizations, and act strategically when warranted.

White House recognizes libraries’ efforts to save lives from overdose

On October 8, 2024, the White House [recognized](#) the efforts of libraries to save lives from overdose. ALA President Cindy Hohl participated in a discussion of the issue in Washington with Administration officials and national leaders.

ALA is one of more than 250 organizations and businesses that have made voluntary commitments to the White House Challenge to Save Lives from Overdose, a nationwide call-to-

ALA is one of more than 250 organizations and businesses that have made voluntary commitments to the White House Challenge to Save Lives from Overdose, a nationwide call-to-action to stakeholders across all sectors to increase training on, and access to, life-saving opioid overdose reversal medications like naloxone.

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ALA—led by its division, the Public Library Association—has developed [resources](#) to help libraries respond to the overdose crisis, supported by funding from the IMLS. ●

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About ALA

The American Library Association (ALA) is the only non-partisan, nonprofit organization dedicated entirely to America's libraries and library professionals. For almost 150 years, ALA has provided resources to inspire library and information professionals to transform their communities through essential programs and services. The ALA serves academic, public, school, government, and special libraries, advocating for the profession and the library's role in enhancing learning and ensuring access to information for all.

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