



Notice is hereby given that the following Committees of the Library Board will meet in the  
**First Floor Meeting Room of the Park Ridge Public Library**  
20 S. Prospect Avenue, Park Ridge, IL  
On the date and time below

All meetings are open to the public according to the provisions of the Illinois Open Meetings Act. For additional information, or to request accommodations, please contact Library Administration.

**LIBRARY COMMITTEE AGENDAS**  
**BOARD OF TRUSTEES**  
**Tuesday, December 9, 2025 – 7 p.m.**  
**All committees are committees-of-the-whole unless noted**

**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

**BUDGET & FINANCE – Donahue and Rusk, Co-Chairs**

1. Approve Minutes of November 11, 2025
2. Budget transfers
3. Other

**BUILDING & GROUNDS – Haggerty and Powers, Co-Chairs**

1. Approve Minutes of November 11, 2025
2. Project updates
3. Other

**PLANNING & OPERATIONS – Jarnagin and Kiem, Co-Chairs**

1. Approve Minutes of November 11, 2025
2. Task calendar review
3. Other

**RESOURCES – Thiagarajan, Chair**

1. Approve Minutes of November 11, 2025
2. Per Capita Grant Application review
3. Other

**NO MEETINGS: COMMUNICATIONS & DEVELOPMENT, NOMINATING, PERSONNEL**

**MINUTES**

**PARK RIDGE PUBLIC LIBRARY**

20 S. Prospect Avenue, Park Ridge, IL 60068

Budget and Finance Committee of the Whole Meeting of the Board of Trustees

Held in the First floor meeting room at the Library

November 11, 2025 at 7:00 p.m.

The meeting was called to order by President Renaldi at 7:00 p.m.

**ROLL CALL**

Trustees Present: Anita DeFrank, Michael Donahue, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Theresa Renaldi, Gregg Rusk, Deepika Thiagarajan

Trustees Absent: Gregg Rusk

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn, Library staff  
Gregg Rusk (via telephone, as guest)  
Louis Kaufmann

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

Treasurer Donahue called the Budget & Finance Committee of the Whole meeting to order at 7:01 p.m.

**APPROVAL OF MINUTES**

President Renaldi made a

**MOTION:** to approve the minutes of the September 9, 2025 Budget & Finance COW  
Trustee DeFrank seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan  
Absent: Rusk

**Motion passed**

**BUDGET AMENDMENTS AND TRANSFERS**

Treasurer Donahue reviewed each of the three proposed budget adjustments:

- (1) To modify the FY25 budget for computer equipment in the amount of \$13,081 to provide an adequate budget for the payment of invoices for purchase of staff and patron PCs. Funds totaling \$150,000 were received from the Michel Trust for Library Technology to fund this purchase.

President Renaldi made a

**MOTION:** to approve an FY25 Operating Budget amendment to increase Administration-Computer Equipment by \$13,081 to modified budget of \$150,000.

Trustee DeFrank seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan  
Absent: Rusk

**Motion passed**

- (2) To modify the FY25 budget for Administration-Staff Appreciation in the amount of \$1,500 to provide an adequate budget for payment of invoices related to the fall staff appreciation event. The Friends of the Library provided an additional \$1,500 in funding to cover these expenses.

Treasurer Donahue made a

**MOTION:** to approve an FY25 Operating Budget amendment to increase Administration-Staff Appreciation by \$1,500 to modified budget of \$4,500.

Trustee Haggerty seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan  
Absent: Rusk

**Motion passed**

**MINUTES**

**PARK RIDGE PUBLIC LIBRARY**

20 S. Prospect Avenue, Park Ridge, IL 60068

Budget and Finance Committee of the Whole Meeting of the Board of Trustees

Held in the First floor meeting room at the Library

November 11, 2025 at 7:00 p.m.

- (3) To transfer funds between FY25 budget lines to accommodate Data Processing expenses incurred through the end of FY25. \$17,000 will be transferred from Administrative-Computer Materials along with an additional \$8,000 transferred from Administrative- Office Supplies for a total of \$25,000 transferred to Administrative – Data Processing

Trustee Thiagarajan made a

**MOTION:** to approve budget transfers from Admin. – Computer Materials, \$17,000, and Admin. – Office Supplies, \$8,000 for a total of \$25,000, to Admin. – Data Processing to accommodate Data Processing expenses through the end of 2025.

Trustee DeFrank seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan

Absent: Rusk

**Motion passed**

**ADP CONTRACT RENEWAL**

Director Bertucci reviewed the memo on page 7 of the packet that details the terms of the proposed three-year contract with ADP.

President Renaldi made a

**MOTION:** to approve the contract with ADP, effective January 4, 2026, to expiration date January 3, 2029. Total cost for the three years of payroll services with ADP to be \$42,000.

Treasurer Donahue seconded the motion

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan

Absent: Rusk

**Motion passed**

**OTHER**

None

Meeting adjourned at 7:05 p.m.



# Memorandum

**Memo Date:** December 4, 2025  
**From:** Joanna Bertucci, Library Director  
 Joan Wrenn, Finance/HR Manager  
**Meeting Date:** December 9, 2025  
**Subject:** Budget Transfer  
**Requested:** Approval

## Request:

Transfer funds in Adult Services budget to accommodate purchase of additional Ebooks through the end of the year.

<b>TRANSFER FROM:</b>			
BUDGET LINE		BUDGET LINE DESCRIPTION	AMOUNT
201-5017-954017		AS-Nonfiction Books	(\$25,000)
201-5017-954005		AS-DVDs/Blurays	(\$16,000)
		TOTAL	(\$41,000)
<b>TRANSFER TO:</b>			
BUDGET LINE		BUDGET LINE DESCRIPTION	AMOUNT
201-5017-954012		AS-Ebooks	\$ 41,000
		TOTAL	\$ 41,000

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	AVAILABLE BUDGET	%USED
2015017	954017	AS-Nonfiction Books	74,000	49,000	44,546.07	4,453.93	90.91%
2015017	954005	AS- DVDs/Blurays	30,000	14,000	10,906.93	3,093.07	77.91%
2015017	954012	AS-Ebooks	120,000	161,000	93,356.96	67,643.04	57.99%

## Recommended Motion:

Approve the FY25 Operating Budget Transfer from Adult Nonfiction Books and DVDs/Blurays, \$25,000 and \$16,000 respectively, to Adult Ebooks in order to fulfill the End of Year expenses of an additional \$41,000.

## MINUTES

### PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Building and Grounds Committee of the Whole Meeting of the Board of Trustees

November 11, 2025, at 7:00 p.m.

Trustee Powers called the Committee of the Whole meeting to order at 7:06 p.m.

#### ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Theresa Renaldi, Deepika Thiagarajan

Trustees Absent: Gregg Rusk

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn, Library staff  
Gregg Rusk (via telephone)

#### APPROVAL OF MINUTES

Trustee Thiagarajan made a

**MOTION:** to approve the minutes of the October 14, 2025 meeting

Trustee Jarnagin seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan

Absent: Rusk

**Motion passed**

#### PROJECT UPDATES

Director Bertucci reviewed the project status memo appearing on page 9 of the packet noting the status of projects currently underway. Highlights include:

- HVAC Project: The installation of AHU 2 is now complete as is the installation of required duct work. The next phase of the project will be installation of controls. and this phase will be less disruptive to staff.  
Director Bertucci reviewed the status of the boilers which were initially turned on in early October. There are currently issues with the units leaking and this is being addressed by all parties to the project. An issue with the gas line used to power the units has also been discovered and the current thought is that a new meter will need to be installed in order to address this issue.
- Ice Melt System Project: Representatives from PRPL, Green Associates, and 20/10 Engineering meet with Building Technology Consultants to review their independent, third-party report on the system's functioning. The consensus is that the system is operating as designed but the design does not provide a complete solution, give the architecture of the building's roof. A snow fence installation on the roof is being proposed, and Green Associates will be providing quotes for this work. Director Bertucci is working with the library's attorney to define concerns regarding quotes, contracts and responsibilities for the cost of additional proposed work.

#### OTHER

None

Meeting was adjourned at 7:37 p.m.

## MINUTES

### PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Planning and Operations Committee of the Whole Meeting of the Board of Trustees

Held in the First Floor Meeting Room at the Library

November 11, 2025 at 7:00 p.m.

The meeting was called to order by Trustee Jarnagin at 7:38 p.m.

#### ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Theresa Renaldi, Deepika Thiagarajan

Trustees Absent: Gregg Rusk

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Laura Scott, Joan Wrenn, Library staff  
Gregg Rusk (via telephone)

#### APPROVAL OF MINUTES

Trustee Kiem made a

**MOTION:** to approve the minutes of October 14, 2025, as amended

Vice President Powers seconded the motion.

Roll Call Vote: Yes: De Frank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan

Absent: Rusk

**Motion passed**

#### TASK CALENDAR REVIEW AND UPDATE

Trustee Jarnagin reviewed tasks listed for November on the annual task calendar noting that all are either in progress or completed. Director Bertucci noted that she will be attending the City Council Budget Workshop along with Trustees Donahue and Rusk.

#### DAYS CLOSED CALENDAR 2026

Each year the Board is required to approve the calendar of days that the Library will be closed during the upcoming year. The calendar for 2026 is included in the packet on page 35.

Trustee Jarnagin made a

**MOTION:** to approve the Days Closed Calendar for 2026

Secretary Kiem seconded the motion.

Roll Call Vote: Yes: De Frank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan

Absent: Rusk

**Motion passed**

#### CALENDAR/APP SOFTWARE RECOMMENDATION

Director Bertucci explained that an interdepartmental team was formed to assess software provided by various vendors for the purpose of calendaring and development of a library app as specified in the new strategic plan. The goal was to find the best calendar solution along with the most comprehensive app vendor. The memo in the packet on pages 36-38 details the vendor analysis that was completed. The team's recommendation is to move forward with Communico, with the project scheduled to begin on January 1, 2026.

**MINUTES**

**PARK RIDGE PUBLIC LIBRARY**

20 S. Prospect Avenue, Park Ridge, IL 60068

Planning and Operations Committee of the Whole Meeting of the Board of Trustees

Held in the First Floor Meeting Room at the Library

November 11, 2025 at 7:00 p.m.

Secretary Kiem made a

**MOTION:** to approve a three-year contract with Communico with implementation of its integrated mobile app, event, and room reservation platform through the RAILS Group Purchase Program for a total of \$25,500 for three years

President Renaldi seconded the motion.

Roll Call Vote: Yes: De Frank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Thiagarajan

Absent: Rusk

**Motion passed**

**ICE PROCEDURE DISCUSSION**

In response to inquiries about the Library's procedures and policy in place for patron and staff safety, Director Bertucci provided a summary of procedures currently in place to guide interactions with Immigration and Customs Enforcement (ICE) personnel. Director Bertucci noted that the library receives guidance on procedures from RAILS, who has Ancel Glink on retainer to advise on such matters and disseminate information to RAILS libraries. Also noted was an ILA legislative initiative to strengthen the Library Records Confidentiality Act.

On November 17, 2025, RAILS will have representatives from Ancel Glink on hand for a Zoom session to discuss questions and concerns from RAILS libraries.

**OTHER**

None

Meeting closed at 8:04 pm



## BOARD OF TRUSTEES – ANNUAL TASK CALENDAR FY25

### DECEMBER 2025

- Approve Per Capita Grant application
- City Council Approves Budget & Levy, First Reading Monday, 12/1 @ 7 PM
- Library Director annual review

## BOARD OF TRUSTEES – ANNUAL TASK CALENDAR FY26

### JANUARY 2026

- Policy review
- Issue new policy manuals to Trustees

### FEBRUARY 2026

- Budget carry forwards from FY25
- Statistical collection review and discussion

### MARCH 2026

- Annual Library Certification due to State Library
- Receive FY Annual report (IPLAR)
- Policy review
- *Trustee Training?*

### APRIL 2026

- National Library Week 4/19-4/25
- Receive FY25 Annual report (Marketing)
- Cyber security presentation – April COW Mtg.
- Personnel Committee: Library Director Evaluation form

### MAY 2026

- Statement of Economic Interest due to Cook County
- FY25 audit field work
- Nominating committee appointments
- Policy review

### JUNE 2026

- Approve CCS and OCLC annual fees
- Approve Non-resident library card resolution

### JULY 2026

- B&F check-in/levy forecast
- Discuss FY27 budget goals and levy forecast
- Annual trustee and staff anti-harassment training
- New Trustee orientation

### AUGUST 2026

- Nominating Ctte. Meeting
- Welcome new and reappointed trustees
- Election of officers
- Approve FY27 salary plan
- Review budget assumptions for City-provided services
- FY25 Audit presentation

### SEPTEMBER 2026

- Board committee chairs assigned
- Approve FY27 draft budget
- Approve 2026 Levy request
- Recognize former trustees

### OCTOBER 2026

- National Friends of the Library week
- Per Capita Grant requirements assigned

### NOVEMBER 2026

- City Council Budget Workshop
- Review Per Capita Grant requirements
- Approve 2027 Days Closed schedule
- Library Director annual review – closed session
- Semiannual minutes review - closed session
- Policy review

Updated December 1, 2025

**MINUTES**

**PARK RIDGE PUBLIC LIBRARY**

20 S. Prospect Avenue, Park Ridge, IL 60068  
Resources Committee of the Whole Meeting of the Board of Trustees  
Held in the First Floor Meeting Room of the Library  
November 11, 2025 at 7:00 p.m.

Trustee Thiagarajan called the meeting to order at 8:04p.m.

**ROLL CALL**

Trustees Present: Deepika Thiagarajan, Chair; Anita DeFrank, Michael Donahue, Kevin Haggerty, Briana Jarnigan, Josh Kiem, Danielle Powers; Theresa Renaldi,  
Trustees Absent: Gregg Rusk  
Others Present: Joanna Bertucci, Library Director; Angela Berger, Laura Scott, Joan Wrenn, Library staff Alderperson Lauren Rapisand, Gregg Rusk (via telephone)

**APPROVAL OF MINUTES**

Vice President Powers a made a

**MOTION:** to approve the minutes of October 14, 2025

President Renaldi seconded the motion.

Roll Call Vote: Yes: De Frank, Donahue, Haggerty, Jarnigan, Kiem, Powers, Renaldi, Thiagarajan

Absent: Rusk

**Motion passed**

**STANDARDS DISCUSSION/PER CAPITA GRANT APPLICATION REQUIREMENTS**

Annually, Illinois public libraries apply for the Public Library Per Capita Grant (PCG). The grant provides funding amounts up to \$1.475 per person in each library's service area. As part of the grant application process, the Library Director and Board of Trustees is required to review the entirety of "Serving Our Public 4.0: Standards for Illinois Public Libraries". This year, for the first time, the format for the standards has changed to an online-only resource. Resources Chair Thiagarajan assigned Standards topics to each trustee for review at the last COW meeting and tonight the trustees reported their analysis and findings on each of the standards. The library's management team has also reviewed the standards, and the Per Capita Grant application will be presented at the December COW meeting.

**OTHER**

None

Meeting closed at 8:44 pm

Vice President Powers made a

**MOTION:** to adjourn the committee of the whole meetings

Trustee Thiagarajan seconded the motion.

Voice Vote: All in favor

**Motion passed**

Meeting adjourned at 8:45 p.m.



# Memorandum

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Memo Date: December 5, 2025  
From: Joanna Bertucci, Library Director  
Meeting Type: Resources Committee of the Whole Meeting  
Meeting Date: December 9, 2025  
Action Requested: For approval  
Subject: FY26 Per Capita grant application

## Background

The Illinois State Library's annual Public Library Per Capita Grant application requires review of library services and standards. A complete review by the Library Director and Board of Trustees of *Serving our Public 4.0 Standards for Illinois Public Libraries* is required for the January 2026 submission. At the November 11, 2025 Committee of the Whole Meeting, Resources Committee Chair Thiagarajan led the Board in a discussion of the standards.

At this time, I am respectfully putting forth the FY26 Per Capita grant application for Board approval at the December 16, 2025 Regular Board Meeting.

## Recommended Action:

Approve the FY26 Per Capita Grant application



**ALEXI GIANNOULIAS • Secretary of State & State Librarian**  
 Illinois State Library, Gwendolyn Brooks Building  
 300 S. Second St., Springfield, IL 62701-1796  
**ilsos.gov**

**Illinois State Library**

**ILLINOIS PUBLIC LIBRARY PER CAPITA AND  
 EQUALIZATION AID GRANT APPLICATION**

**Certification of Eligibility**

It is the policy of the State to encourage and protect the freedom of libraries and library systems to acquire materials without external limitation and to be protected against attempts to ban, remove, or otherwise restrict access to books or other materials. Pursuant to 75 ILCS 10/ Illinois Library System Act and 23 Ill. Adm. Code 3035.110.

As the duly authorized representative of the library, by entering my name below, I certify that the applicant library:

**Has adopted the American Library Association's Library Bill of Rights** that indicates materials should not be proscribed or removed because of partisan or doctrinal disapproval.

*Or, in the alternative,*

**Is providing a written policy or procedure, approved and in force at the applicant library(s)**, declaring the inherent authority of the library to provide an adequate collection of books and other materials sufficient in size and varied in kind and subject matter to satisfy the library needs of students or patrons served and prohibit the practice of banning specific books or resources.

I also certify that at the request of the State Librarian, the library agrees to provide the Illinois State Library with any final decision for reconsideration of library materials during the term of the grant award.

**Prefix:** \_\_\_\_\_ **First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_  
 (e.g., Mr., Ms., Mx., Dr., etc)

**Title:** \_\_\_\_\_ **Pronouns:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Illinois Public Library Per Capita and Equalization Aid Grants

As required by The Illinois Library System Act (23 Ill. Adm. Code 3030.200 (a)(2)(I) and (J)), to be eligible for funding, the applying public library must meet the definition of a library and public library, and be recognized by the Illinois State Library as a full member of an Illinois library system, which includes completion of the most recent Illinois Public Library Annual Report (IPLAR).

The Library Board of Trustees agrees to expend the funds received for the purposes outlined in the application as approved by the Illinois State Library, and as stipulated by the Illinois Library Systems Act (75 ILCS 10/8 and 10/8.1) and Illinois State Library Grant Programs (23 Ill. Adm. Code 3035.115 and 3035.135).

The Library Board of Trustees affirms that all grant funds received because of this application shall be used to provide public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the public library's levy in the current or next fiscal year.

The Library Board of Trustees agrees that the Illinois State Library or its designee shall have the right to examine any of the records directly related to this grant.

Legal Name of Library: \_\_\_\_\_

Library's Control Number: \_\_\_\_\_ Branch Number: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Contact information of the person completing this grant application:

Prefix: \_\_\_\_\_ First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
(e.g., Mr., Ms., Mx., Dr., etc)

Title: \_\_\_\_\_ Pronouns: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Library's mailing address to receive grant payments:

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP + 4: \_\_\_\_\_

By checking this box, I certify: 1) that I have the authority to submit this application on behalf of the Library Board of Trustees, and 2) that the statements herein are true, complete and accurate to the best of my knowledge. The Library Board of Trustees is aware that any false, fictitious or fraudulent statements or claims may be subject to civil, criminal or administrative penalties.

## Service Area Population \_\_\_\_\_

Please use the Illinois Public Library Service Area Map to obtain the most accurate service area population.

**Changes in the population count or the library's service require documentation and supporting information. Contact the Illinois State Library to document this change. Documentation must include one of the following:**

- A U.S. Census certification (e.g., correction or special census) that has been filed with the Office of the Secretary of State Index Department prior to submission of the application.
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must submit appropriate and substantial supporting information, including a certified population count. Examples include but are not limited to: legal documentation from an appropriate municipal corporate authority or a library district's referenda questions and certified results.

If the population has not changed, no additional documentation is necessary.

### **Part I. Review of Illinois Public Library Standards**

To be eligible for a per capita grant, a public library shall show that it will either meet or show progress toward meeting the Illinois library standards as most recently adopted by the Illinois Library Association (75 ILCS 10/8.1).

A grant applicant with performance levels below the Core Standards must raise or improve its performance levels in relation to the standards according to the objectives, time frames, and priorities the library shall state in the application, and which are consistent with the terms of the plan of service of the system of which it is a member. (23 ILAC 3035.115)

The Library Director and the Board of Trustees shall review the entirety of each of the 12 topics described the Illinois Public Library Standards. To complete this application, refer to the chart within each topic and indicate the level at which your library meets each standard (Core, Intermediate, or Advanced).

## 1.) Access

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 2.) Advocacy and Community Engagement

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

### 3.) Buildings and Grounds

**Library meets all Core Standards**

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

#### 4.) Collection Management

**Library meets all Core Standards**

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 5.) Finance and Budget

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 6.) Governance and Administration

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 7.) Human Resources

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 8.) Information Services

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 9.) Marketing and Promotion

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 10.) Programming

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 11.) Safety and Emergency Preparedness

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

## 12.) Technology

### Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

**Part IIa: Planned Use of Public Library Per Capita Grant Funds [All Applicants]**

**Describe** objectives and priorities for use of grant monies to meet or improve performance levels in relation to the standards outlined in Illinois Public Library Standards (23 ILAC 3035.115). Use general categories in identifying planned expenditures. Do NOT include monetary figures or specific brand.

**Part IIb: Planned Use of Equalization Aid Grant Funds**

An Equalization Aid Grant is a supplemental award in addition to a library's per capita allotment. **This section is required to be completed only by libraries informed they are eligible for this award.**

**Describe** the additional objectives and priorities for use of Equalization Aid grant monies to meet or improve performance levels in relation to the standards outlined in the Illinois Public Library Standards (23 ILAC 3035.115). Use general categories in identifying planned expenditures. Do NOT include monetary figures or specific brands.