

Governing Authority

The public library is established and maintained according to the provisions of the Illinois statutes. The governing body of the public library is the library board. Board members are appointed or elected (at nonpartisan elections) in accordance with state law. The board shall observe its full legal responsibilities, duties and rights and employ such legal and other services as necessary. Board members shall attend board meetings regularly.

1. Board members and library staff shall be familiar with all Illinois library laws that apply to their library and other Illinois or federal laws which affect library operations, such as minimum wage, unemployment compensation, criminal theft of library materials, Open Meetings Act, Fair Labor Standards Act, Home Rule, Library Records Confidentiality Act, etc.

_____ _____ _____ _____ _____ _____

2. Boards must adopt bylaws, rules, policies, and regulations for their own guidance and for the governance of the library. Such policies should include conflict of interest provisions. (Chapter 81: 4-7(1) and Chapter 81: 1004-11(1).)

_____ _____ _____ _____ _____ _____

3. Boards must assure that adequate records of library operations are kept and that reports are made annually to the community, the corporate authority, the library system, the Illinois State Library, and other appropriate agencies, as required. (Chapter 81: 4-10 and Chapter 81: 1004-12.)

_____ _____ _____ _____ _____ _____

4. Library boards must have complete authority, as defined by Illinois Revised Statutes, over the library's budget. (Chapter 81: 4-7(2) and Chapter 81: 1004-11(2).)

_____ _____ _____ _____ _____ _____

5. Boards must follow statutory requirements as to fiscal year, audit, meetings, reports, and budgeting process. (Various sections in Illinois Revised Statutes depending on the type of library.)

_____ _____ _____ _____ _____ _____

6. Board members and library staff, or designated representative(s), shall actively participate in the legislative process to effect change that will benefit libraries by maintaining regular communication with local, state and national legislators.

_____ _____ _____ _____ _____ _____

Board Membership and Development

Current board members should encourage the election or appointment of new board members for their interest in the library, their value in interpreting the needs of all segments of the community, and their interest in establishing and maintaining sound library policy. The board should represent the wide range of population