

## **APPENDIX 4A - The Role of the Board of Library Trustees**

The powers of the Board of Library Trustees (the Board) are governed by the Public Library District Act (the Act) of the Illinois State Statutes (75 ILCS 16/30), including, but not limited to, the following summaries:

1. Enact, amend and rescind ordinances and to make and adopt such bylaws, rules and resolutions for their own guidance and for the government of the library as may be expedient, and not inconsistent with the Act.
2. Have the exclusive control of the expenditure of all moneys collected for the library and deposited to the credit of the library funds.
3. Have exclusive control of the construction of any library building and of the supervision, care and custody of the grounds, rooms or buildings constructed, leased, or set apart for that purpose.
4. Purchase or lease real or personal property, and to construct an appropriate building or buildings for the use of the library or libraries established hereunder, using, at the Board's option, contracts providing for all or part of the consideration to be paid through installments at stated intervals during a certain period not to exceed 20 years, with interest on the unpaid balance at any lawful rate for municipal corporations in this State, and to refund at any time any installment contract entered into pursuant to this paragraph by means of a refunding loan agreement, which refunding loan agreement may provide for installment payments of principal and interest to be made at stated intervals during a certain period not to exceed 20 years from the date of such refunding loan agreement, with interest on the unpaid principal balance at any lawful rate for municipal corporations in this State, provided that no installment contract or refunding loan agreement for the same property or construction project may exceed an aggregate of 20 years.
5. Remodel or reconstruct a building erected, purchased, or leased by the Board, when such building is in need thereof or is not adapted to its purposes and needs.
6. Sell or otherwise dispose of real or personal property that it deems no longer necessary or useful for library purposes under such terms as the Board deems best but in no event on contracts extending over a period of more than 20 years, and to lease to others any real property not immediately useful to the district but for which plans for ultimate use have been adopted.
7. Appoint and fix the compensation of a qualified librarian to act as administrator of the District's operations and who shall have the authority to hire such other employees as may be necessary, to fix their compensation,

and to remove such employees. The Board may also retain counsel and professional consultants as needed.

8. Contract with any public or private corporation or entity for the purpose of providing or receiving library service or performing any and all acts necessary and proper to carry out the responsibilities, the spirit, and the provisions of the Act. This contractual power includes, but is not limited to, participating in interstate library compacts and library systems, contracting to supply library services and expending of any federal or state funds made available to any county, municipality, township, or to the State of Illinois for library purposes. However, if a contract is for the supply of library services for residents without a public library established under the provisions of the Act, the terms of that contract will recognize the principle of equity of cost of services to non-residents expressed in this section of the Act, and will provide for the assumption by the contracting party receiving the services of financial responsibility for the loss of or damage to any library materials provided to non-residents under the contract.
9. Join with the Board or Boards of one or more public libraries within this state, in maintaining libraries, or for the maintenance of a common library or common library services for the participants upon such terms and conditions as may be agreed upon by and between the participating library boards.
10. Enter into contracts, and to take title to any property acquired by it for library purposes.
11. Exclude from the use of the library, any person who willfully violates the rules prescribed by the Board.
12. Extend the privileges and use of the library, including the borrowing of materials on an individual basis by persons residing outside of the District. If the Board exercises this power, the privilege of library use shall be upon such terms and conditions as the Board shall from time to time by its regulations prescribe, and for such privileges and use, the Board shall charge a non-resident fee at least equal to the cost paid by residents of the district, with the cost to be determined according to the formula established by the Illinois State Library. The non-resident fee shall not apply to privilege and use provided under the terms of the district's membership in a library system operating under the provisions of the Illinois Library System Act or under the terms of any reciprocal agreement with a public or private corporation or entity providing a library service; nor shall the non-resident fee apply to residents of an area in which the library is conducting a program for the purpose of encouraging the inclusion of the area in the library district; nor shall the non-resident fee apply to a non-resident who as an individual or as a partner, principal stockholder, or other joint owner owns taxable property or is a senior administrative officer of a firm, business, or other

corporation owning taxable property within the district, upon presentation of the most recent tax bill upon that taxable property, provided that the privilege and use of the library is extended to only one such non-resident for each parcel of such taxable property.

13. Undertake programs for the purpose of encouraging the addition to the district of adjacent areas without local tax supported library service and to expend funds for this purpose.
14. Provide by ordinance, fines and penalties for damage to any book or other library material, or to any real or personal property belonging to or in the custody of the library and for failure to return any book or other material or personal property belonging to or in the custody of the library. All fines and penalties for the commission of injury upon the library, its grounds or the property thereof shall be paid into the fund of the public agency or body enforcing such ordinances.
15. Invest funds pursuant to state statutes.
16. Exercise the power of eminent domain.
17. Accumulate and set apart as reserve funds portions of the unexpended balances of the proceeds received from taxes or other sources, for the purpose of providing self-insurance against liabilities of the District.
18. The Board of every public library district may join the district as a member of the Illinois Library Association and the American Library Association, non-profit, non-political, 501(c)(3) associations, as designated by the federal Internal Revenue Service, having the purpose of improving library development and librarianship, and the Board may provide for the payment of membership dues, fees and assessments to the associations.
19. Whenever any historical society or other civic body or corporation, organized for the promotion of historical education, is maintaining a historical museum and library within the territory of a public library district organized under the Act, such public library district may participate in the maintenance of such historical museum and library upon such terms and conditions as may be mutually agreed upon by the Board of such public library district and the governing board of such historical society or other such civic body or corporation.

(Appendix referenced in Policy 4. Approved by PPLD Board of Trustees 1-13-99, Last Revised 11-9-16, Effective 12-1-16)