



15. Library Days and Dates to Remember 2024 – in board binders behind the legal tab.
16. RAILS Annual Certification Begins January 3  
The Annual Online Certification process runs from January 3 to March 31. Certification is required of all library system members to qualify for continuing system services and grant programs from the State Library.
17. Fire Alarm Systems.
18. Per Capita Grant Requirements – The Per Capita and Equalization grant application will be available online October 1, 2023 and will be due on January 30, 2024.
- FY2024 Requirements**  
Annual Report - The library must have a current Illinois Public Library Annual Report (IPLAR) on file with the Illinois State Library. The IPLAR deadlines are detailed in the Illinois Compiled Statutes (ILCS):
- For municipal (city, incorporated town, village or township) libraries, the report shall be submitted within 60 days after the expiration of the fiscal year [75 ILCS 5/4-10].
  - For public library districts, the report shall be submitted on or before September 1, of each year [75 ILCS 16/30-65].
  - Non-compliance/non-submission of the IPLAR is a violation of Illinois library law and jeopardizes a public library’s receipt of grant funding from the Illinois State Library. Grants affected include, but are not limited to, Public Library Per Capita and Equalization Aid; Live and Learn Public Library Construction; and Library Services and Technology Act (LSTA).
- Standards Chapter Review** — Library board and director to review “Serving Our Public 4.0: Standards for Illinois Public Libraries” in its entirety.  
Board and Director to Review - Chapters 1-13 in entirety. See list of items to work through. We will go through the checklist at the end of each chapter together.
- December review Chapters 1-7  
January review Chapters 8-13

Other –

- 11/30-12/2 – Gingerbread House Decorating Days with 110 in attendance for in house.
- 12-2-23 – Oquawka Lighted Christmas Parade – Director Lambert and Cassiday rode in the bookmobile and tossed out candy.
- 12-5-23 – Director Lambert held staff evaluation with Sarah Cassiday.
- 12-5-23 – Bob Lionberger came in to change out the staff hard drives.
- 12-9-23 – Held Breakfast with Santa from 9:30am-11:30am with 91 in attendance.
- 12-7-23 – Closed the Library at 5 pm for Staff to hold a Christmas party
- 12-11-23 – Director Lambert submitted the LTC Grant (Libraries Transforming Communities).
- 12-12-23 – Director Lambert attended an RSAcat meeting about the plans for a new app.
- 12-13-23 – Director Lambert held staff evaluation with Brenda Tee.
- 12-14-23 – Cookies and Conversations @ 11:00am: Windblown Beads by Wendy Allaman, 9 in attendance.

- 12-15-23 – Director Lambert attended the Rural Director’s Meeting on Zoom at 10:00am.
- 12-19-23 – Gina and Makayla from the ROE #33 came for Storytime and everyone got to make Christmas ornaments. Each family was also given a light up copy of “Little Blue Truck’s Christmas” by Alice Schertle to take home.
- 12-19-23 – Director Lambert and Baker met with Gina and Makayla from the ROE to discuss January-July Storytime dates.
- 12-20-23 – Makaylah Swank started as our cleaning lady for a couple months.
- 12/25-12/26 – Library was closed for Christmas Eve and Christmas Day.

Next meeting is February 5, 2024 at 5:00p.m.