

Illinois Freedom of Information Act

The Illinois Freedom of Information Act (FOIA) declares that all persons are entitled to full and complete information regarding affairs of government and the official acts and policies of those who represent them as public officials and public employees consistent with the terms of the Act.

A brief description of the Library public body is as follows:

1. The Library's purpose is to provide materials and services for the recreational, social, informational, and educational needs of the community.
2. The total amount of the Library's operating budget is listed in the regular meeting packets at <https://www.bloomingtonlibrary.org/bpl-board>
 - a. Funding sources are property taxes, fees, personal property replacement taxes, state and federal grants, fines, charges, and donations
3. The Library is located at: 205 East Olive Street, Bloomington, Illinois 61701
4. The following organization exercises control over our Policies and Procedures:
 - a. The Bloomington Public Library Board of Trustees; meets monthly on the third Tuesday of each month at 5:30 p.m. in the Library located at 205 East Olive Street, Bloomington, Illinois.
 - b. The officers are listed at <https://www.bloomingtonlibrary.org/bpl-board>
5. The following organization operates in an advisory capacity regarding The Library's operation:
 - a. RAILS Library System: <https://www.railslibraries.info/>
6. The Library is required to report and be answerable for its operations to:
 - a. Illinois State Library:
<https://www.cyberdriveillinois.com/departments/library/about/home.html>
7. The City Clerk's Office is the central contact of all FOIA's for the City of Bloomington, including the Bloomington Public Library.
FOIA Officer is:
City Clerk
Email: cityclerk@cityblm.org
Phone: (309) 434-2240
Fax: (309) 434-2628
8. FOIA Requests may be submitted:
 - a. Online at: <https://bloomingtonil.justfoia.com/publicportal/home/newrequest>
 - b. In-person at: The Hub, located on the first floor of the Government Center, 115 E. Washington Street, Suite 103 (8:00 a.m. - 5:00 p.m., Monday - Friday)
 - c. Via mail to: 109 East Olive Street, Bloomington, Illinois 61701
 - d. Via email to: cityclerk@cityblm.org
 - e. Via fax to: (309) 434-2628

Requested records may be inspected, copied or provided electronically. If inspected, an employee must be present throughout the inspection.

FOIA Timeline and fees can be accessed at the City of Bloomington's website:
www.cityblm.org/government/departments/city-clerk/foia.

Certain types of information maintained by the Library are exempt from inspection and copying. However, the following types or categories or records are maintained under the Library's control:

1. Ordinances and Resolutions
2. Board of Trustees Policies
3. Administrative Procedures
4. Monthly Financial Statements
5. Annual Receipts and Disbursements Reports
6. Levy Ordinances
7. Annual Audits
8. Operating Budgets
9. Minutes of the Board of Trustees and Committees
10. Job Descriptions
11. Annual Reports