

“SERVING YOUR PUBLIC”
The Illinois State Library’s
17th Annual Small Public Library Management Institute
June 6-11, 2010

“Serving Your Public” The 17th annual Small Public Library Management Institute, sponsored by the Illinois State Library and hosted by the University of Illinois at Springfield will be held June 6-11, 2010. Highly endorsed by previous participants and public library boards across the state, this week-long Institute is intended for directors of smaller public libraries and directors new to the Illinois library community. Previous SPLMI attendees are **not** eligible to attend. The Institute will assist public library administrators by enhancing their administrative skills and further developing their leadership skills. A key goal of the Institute is to assist public library administrators in providing better service to the constituents they serve. In addition, during the week opportunities for networking, teambuilding, and informal discussions are considered vital components of the schedule.

Participants will be housed in individual rooms on campus during the week and will make extensive use of the campus facilities. Topics for the week will include library law, policies, budgeting, safety, board/director relations, grantwriting, library automation, technology, The Freedom of Information Act and Open Meetings Act, leadership and community involvement. The registration fee for the week has been held again to only \$50, and participants will be responsible for their own travel expenses. The State Library provides all program materials, lodging, and meals.

Fifty participants will be selected to attend with the intent of maintaining both geographic distribution and some variation in library size. [Applications](#) should be sent no later than **Monday, March 1, 2010** by fax or mail to:

Ms. Mary Ellen McElligott,
Conference Services - SPLMI
University of Illinois-Springfield
One University Plaza, MS PAC 165
Springfield, IL 62703
FAX: 217-206-6440

PLEASE ONLY SUBMIT YOUR APPLICATION ONCE. IF FAXED, DO NOT MAIL.

Attendees will be notified of their selection in early April.

Contact the Illinois State Library, Library Development Group at 217-782-7848 or 1-800-665-5576 for information. Information is also available from your regional library system.

Sponsored by the Illinois State Library and hosted by the University of Illinois at Springfield
Funding provided by the Illinois State Library, a Division of the Office of Jesse White, Secretary of
State and State Librarian