

JESSE WHITE • Secretary of State & State Librarian  
Illinois State Library, Gwendolyn Brooks Building  
300 S. Second St., Springfield, IL 62701-1796

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## Illinois State Library

### LIVE & LEARN CONSTRUCTION GRANT APPLICATION

Enter initials to confirm authorization to submit this application and that you have read and understand the Program Overview, Administrative Rules, and the Contract Agreement for this grant offering from the Illinois State Library. If initials have not been entered (typed) on this line, the application will not be reviewed or considered for funding by the State Library.

CM                      01/09/2015  
Initials                      Date

#### SECTION I: LIBRARY INFORMATION

Atlanta Public Library District  
Name of Library

30026  
Control Number

00  
Branch Number

#### SECTION II: GRANT CLASSIFICATION

Indicate type of grant award for which this application is to be considered. Select only 1 type:

- ☐ **Remodeling for Accessibility:** Grant award range: \$2,500 - \$50,000.
- ☐ **Mini-Grant:** Grant award range: \$2,500 - \$35,000. To be eligible, libraries must meet the definition of a public library with limited funds, as defined in the Administrative Rules.
- ☒ **New Construction/Remodeling:** Grant award range: \$25,000 - \$125,000.

#### SECTION III: PROJECT INFORMATION

Estimated construction start date: September, 2015  
Month/Year

Estimated construction completion date: June 2017  
Month/Year

##### Target Audience and Need:

- Identify the target audience and describe the necessity for the proposed project. For accessibility projects, provide a statement of need that addresses the Illinois Accessibility Code (71 Ill. Adm. Code 400).

Please See Attachment A: Target Audience and Need

**Target Audience and Need (continued):**

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**SECTION IV: PROJECT DESCRIPTION**

- Explain the overall design of the project clearly describing all plans, including details about project management.
- Address how the project plans to meet existing library standards as outlined in the Illinois Library Association's most recent edition of the *Standards for Public Libraries*.
- Describe the project's potential contribution to the improvement of library services within the library's area of service and in any other portions of the state.
- Address the library's ability to maintain and sustain library operations following the completion of this project (e.g., expanded costs for utilities, staffing, maintaining a larger collection, building maintenance).

Please See Attachment B: Project Description

**Project Description (continued):**

# SECTION V: ESTIMATED COSTS

| CATEGORY   | AMOUNT      |
|--|-------------|
| 1. Site Acquisition (Land and/or Facility) <i>*New Construction/Remodeling &amp; Mini-Grants</i> |             |
| a) Real Property Costs   | \$0.00      |
| b) All Other Related Costs   | \$0.00      |
| 2. Site (Real Property) Improvements <i>*New Construction/Remodel &amp; Mini</i>                 | \$0.00      |
| 3. New Facility and/or Addition <i>*New Construction/Remodeling</i>                              |             |
| a) Real Construction   | \$62,350.00 |
| b) Professional Fees   | \$0.00      |
| c) Fixed Equipment   | \$0.00      |
| d) Square Footage Involved   | 10,000      |
| A. Cost per Square Foot  | \$6.24      |
| 4. Remodel/Renovation <i>*New Construction/Remodeling &amp; Mini-Grants</i>                      |             |
| a) Real Construction   | \$0.00      |
| b) Professional Fees   | \$0.00      |
| c) Fixed Equipment   | \$0.00      |
| d) Square Footage Involved   | 0           |
| B. Cost per Square Foot  | \$0.00      |
| 5. Furniture and Movable Equipment <i>*New Construction/Remodeling &amp; Mini-Grants</i>         | \$0.00      |
| 6. Accessibility   |             |
| a) Elevators or Lifts  | \$0.00      |
| b) Remodeling Restrooms  | \$0.00      |
| c) Ramps and Curbs   | \$0.00      |
| d) Entrances   | \$0.00      |
| e) Remodeling Stairways  | \$0.00      |
| f) Drinking Fountains  | \$0.00      |
| g) Accessibility Signs   | \$0.00      |
| h) Shifting of Book Stacks for 3-Foot Clear Aisles   | \$0.00      |
| i) Circulation Desk and Study Carrels  | \$0.00      |
| j) Professional Fees   | \$0.00      |
| k) Site Acquisition  |             |
| i. Accessibility Related   | \$0.00      |
| ii. Non-Accessibility Related  | \$0.00      |
| l) Site Improvement  |             |
| i. Accessibility Related   | \$0.00      |
| ii. Non-Accessibility Related  | \$0.00      |
| m) Other Accessibility Costs   | \$0.00      |
| n) Other Non-Accessibility Costs   | \$0.00      |
| o) Square Footage Involved   | 0           |
| C. Cost per Square Foot  | \$0.00      |
| 7. Total Project Cost  | \$62,350.00 |
| 8. Grant Request Amount  | \$25,000.00 |
| 9. Local Cost Share  | \$37,350.00 |

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**SECTION VI: PROVIDE THE FOLLOWING INFORMATION IF THE TOTAL PROJECT COST IS OVER \$75,000**

\_\_\_\_\_  
Architect's/Engineer's First Name      MI      Last Name

\_\_\_\_\_  
Illinois Registration Number

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**SECTION VII: REQUIRED SUPPORTING INFORMATION**

Applications must be complete and include the following supporting documentation if applicable. Supporting documentation, when applicable, must be submitted as Portable Document Format (PDF) attachments or on a Compact Disc (CD) and may be submitted separately from the application. **Incomplete applications will not be considered for funding.**

- Sign-off Letter from the Illinois Historic Preservation Agency or a copy of the applicant's request to the Illinois Historic Preservation Agency
- **Americans with Disabilities Act Self-Evaluation** (not required for new construction)
- Facilities Plan

**IN ADDITION TO THE ABOVE, THE FOLLOWING ARE ALSO REQUIRED FOR:**

**ACCESSIBILITY:**

- Deed of Ownership or Proof of Long-Term Occupancy
- Proof of Local Cost Share

**NEW CONSTRUCTION/REMODELING:**

- Deed of Ownership or Proof of Long-Term Occupancy
- Proof of Local Cost Share

**REQUIRED FOR ALL PROJECTS INVOLVING THE EVACUATION OF SOIL:**

- Special Flood-Hazard Area Documentation
- Subsurface Soil Analysis (submit as a one-page summary)
- Environmental Site Assessment (submit as a one-page summary)

### SECTION III: TARGET AUDIENCE AND NEED

#### Target Audience

The Atlanta Public Library's mission is *to improve the quality of life of its patrons and community by expanding their horizons, meeting their learning needs, and enhancing their interests in meaningful and entertaining ways*. The Library currently serves 2,283 residents in its taxing district. The Library is quite busy, with 1,378 card holders representing 60 percent of the district population. Census data show that Atlanta is the only town in Logan County that is increasing in population. The town's population grew by 2.6 percent over the past two census periods, and we expect a similar growth over the next two decades.

In addition to its regular services, the Library offers nearly more than nearly 100 ongoing public programs and special events ranging from story hours for adults and children, art camps, clubs and special art projects to book study groups, writing groups, and a variety of historical and humanities programs. Extremely well-attended, these programs are designed to interface with and promote the Library's collection of books and materials.

Our target audience for the proposed project is comprised primarily of those who participate in our ever-growing number of public programs. Many people make their first contact with the Library through a program, and as their comfort and familiarity grows over time, they become card holders and begin to access the collection itself. Program participants, therefore, are a rich source of future Library users and patrons. For those users who are already familiar with the Library, programs offer a way for them to deepen and enrich their relationship with the Library. Specifically, the Library aims to triple participation in its programs over the next five years. The primary target audience includes:

**Seniors.** People over 55 years of age comprise approximately, 24 percent of our existing population base, and seniors currently represent 50-60 percent of our program participants. As people are living longer, we expect this segment of the population to increase, making it even more important for the Library to continue expanding its programs for this target audience. The Library's strategic goal is to triple participation in senior programs over the next five years.

**Children and Families.** Atlanta's new residents tend to be families. The community's growth can be attributed to its convenient location along Interstate 55, which offers an easy commute to employment hubs in Bloomington-Normal, Peoria, Springfield and Lincoln. In addition, the historic preservation initiatives the town has taken over recent years, as well as its vibrant Route 66 tourism business, attract new residents who are looking for a good school system, an active community, and the benefits of small-town living. Children represent approximately 40 percent of the Library's program participants. Population projections indicate that the number of children living in the Library District will grow over the next five years. School officials report regular growth in enrollment, especially among kindergarten and pre-kindergarten populations, suggesting fertile ground for the Library in the future. The Board hopes to double participation in its children's programs over the next three years. Increased family programming has long been a goal for the Library as well, but space limitations have precluded expansion into this area. Future goals call for dedicating increased programming resources to family programming.

**Teens.** The Library does not have a dedicated space for teens, and rectifying this is a primary goal. Because Atlanta does not have its own high school (students travel to the consolidated district junior and high school in the Olympia District), we lose touch with young people when they leave elementary school. This is a problem especially during the summer when students do not have access to their school libraries, are often separated from their friends who live in other towns, and who have very few recreational or other outlets locally. Given the Library's strategic intention to provide "cradle to grave" experiences, more attention will be given to building programs and activities specifically targeted toward teens, beginning with a Teen Task Force to identify needs and new initiatives.

**Researchers.** The Library receives a large number of requests for genealogy and other historical records which are maintained offsite in the Library Museum. Because the Museum is staffed by volunteers, access to these records is limited, especially during the winter when the Museum is closed except by appointment. The Library's Museum has a remarkable collection, and a major goal of this project is to make that collection more readily available.

**Community Groups.** The Library is committed to establishing strong local partnerships and to making space available to community groups. In its current configuration, the Library does not have adequate space for outside use without compromising existing space and services.

### **The Need**

The Atlanta Public Library—which was built in 1908 and has served as a public library ever since—is a beautiful, historically significant building that elicits great pride in the community. The building is the first of three Atlanta buildings on the National Register of Historic Places, having been added to the Register in 1979. With its unique octagonal shape and its fixed 2,135 square feet, the Library provides a comfortable, intimate, and welcoming space—complete with working gas fireplace in its adult reading room—but there is no room for growth. The Library needs additional space that is more flexible and open because:

**Current space available for public programs is severely limited.** The Library has three upstairs rooms. One room holds the circulation desk, public computer stations, and staff work stations, and as a result is unavailable for programming. Each of the two remaining rooms (our fiction and non-fiction rooms) is quite small and can accommodate no more than 15 people for a public program. Depending on the program, even 15 people in the room can be an uncomfortable fit. The only larger space is the children's library in the basement, which can hold up to 25 people.

**The hours programs can be offered are constrained by Library hours of operation.** The Library is open six days per week. Since the only spaces available for programs are in existing public spaces, programs cannot be held except in the early mornings or the late evenings without compromising patron access to and use of the Library's collection. In addition, some programs, such as art-making and story hours, can be messy or noisy, and they disrupt the atmosphere patrons expect when using the Library.

**There is no room for growth in current programming despite the rising demand.** Current senior and other adult programs being offered in existing spaces have reached maximum capacity, and there is no way to increase the audience in the current building. Just duplicating programs on another day is not always efficient or practical, since presenters are not generally available for multiple presentations and the Library's budget does not have resources for multiple fees. Growth, therefore, is severely constrained by both physical space and operating hours. The same is true for other programs as well. For example, the Library offers a three-week summer art camp (music, theater and visual arts) for children each year. Enrollment has nearly doubled in the three-years the camp has been offered, with over 80 children participating in 2014. Because of the Library's space limitations, we are forced to use existing spaces for rehearsals, dramaturgical work, composition and improvisational activities, costume and set-building, etc. during regular Library hours, disrupting regular activities and incurring criticism from patrons. Many other children's programs have already been expanded to multiple nights in order to accommodate demand, leaving us no way to expand without additional space.

**Existing spaces are inflexible and inhibit the variety of programs offered.** Because programming space also holds the Library's collections—which are fixed stacks—little can be done to arrange the space to accommodate a variety of programs. In addition, the rooms contain furniture that does not easily accommodate our audience, and staff must move furniture in order to set up tables and/or folding chairs as needed for a specific program. Once the program is over, the room must be reset—all before the Library opens to the public. This inflexibility is especially apparent in our community partnerships. Offering special classes is extremely difficult and inhibits our responsiveness to our community. A weekly yoga class, for example, means closing the children's library for an hour and a half, as well as moving and resetting furniture. In addition, there is no space that can be used for public exhibits, such as art fairs that display the work of our Arts Camp children, exhibitions of the work of local artists, touring exhibits that enhance Library programming, and more.

**Existing spaces are inappropriate for the programs being offered.** The Library's lovely interior, including its original wood floors and the newly renovated (and carpeted) children's library do not provide proper spaces for many of our programs, including ceramics classes, art projects, drama and art clubs, etc. These kinds of programs risk damage to a historical interior that was not designed for potentially messy projects. The Library desperately needs dedicated space which can be permanently set for these kinds of activities and can be large enough to contain the necessary supplies and materials close at hand. The existing small storage room for art and craft supplies also must store books for the annual book fair, a copy machine, food and refreshments, and other supplies. This all makes inventory and supply management very difficult.

**The lack of space often forces the Library to use offsite facilities.** Because of the Library's space limitations, some programs are forced offsite, resulting in added expense, logistical difficulties, and confusion about the Library's branding. The Arts Camp, for example, can use the Library lawn during good weather, but it must move to a local church if it rains. Final performances and exhibits, too, must be moved offsite because the Library does not have a room sufficiently large to hold an audience or a gallery to accommodate a display of artwork.



## ATTACHMENT B

### SECTION IV:

#### PROJECT DESIGN

##### Union Hall Building Project – The Problem to be Solved

An important, substantive and strategic problem exists that led the Atlanta Public Library District Board to develop the Union Hall Building Project: The space available in the circa 1908 Library is not sufficient to meet the current and expanding needs of the community programs offered by our Library and Museum.

##### The Desired Strategic Outcome

Given this problem, the Board of Trustees of the Atlanta Public Library and Museum established the following strategic outcome of its planning efforts: *ensure sufficient space to meet Library programming needs, Museum exhibit and programming needs, and opportunities to integrate these activities for maximum community benefit and learning.*

In collaboration with the Library's chief administrators, other key staff, program volunteers, community leaders, the Library's attorney, and a professional architect, the Board decided to design a project that would provide the Library with the additional physical space needed for its expanded community programming. The Board further determined that the most prudent and cost-effective option to achieve the strategic outcome was the acquisition of the historic Union Hall Building which is located conveniently across the street from the current Library and adjacent to the Museum. The building has already had a major renovation that would enable the Library to keep project renovation costs as low as possible; in addition, data and power are already available throughout the building, as well as network capability, high-speed internet, and other technological services.

The plans below comprise the primary elements of the Union Hall Building project design:

*Primary Project Design Element #1:* Enter into a 20+-year contract-for-deed purchase of the Union Hall Building, located at 114 Arch Street, Atlanta, Illinois, which will provide 10,000 square feet of new space that will be remodeled to provide the Library and Museum with sufficient space to meet community programming needs for the next 20 years.

*Primary Project Design Element #2:* Renovate the Union Hall Building, including the following specific items:

- Remove one non-load bearing glass wall on the first floor in order to connect two rooms, allowing them to be used as one large programming space for Library needs (See attached 1<sup>st</sup> floor drawing in Facilities Plan);

- Open a passageway between the front reception area of the Union Hall Building into the adjacent front entryway of the Atlanta Museum, allowing for easy programming access in both buildings and for one staff person to monitor both buildings (See attached 1<sup>st</sup> floor drawing in Facilities Plan);
- Remove carpeting from the 1<sup>st</sup> floor entryway of the Union Hall Building, restoring the original hardwood floor underneath and creating a surface that is easier to maintain when heavily used by both adults and children participating in programs (See attached 1<sup>st</sup> floor drawing in Facilities Plan);
- Make the Union Hall Building handicapped accessible by opening up a passageway on the second floor between it and the adjacent Museum, allowing for use of the elevator (which fully meets State standards for libraries) already installed in the Atlanta Museum (See attached 1<sup>st</sup> floor drawing in Facilities Plan);
- Repair the roof of the Union Hall Building.

### **Project Management**

The Atlanta Public Library's Facilities & Environment Committee will manage the Union Hall Building Project. This committee includes three Library Trustees (The President, the Vice-president and the Treasurer), as well as the two Library co-directors. This committee is experienced in large-scale project management, having just completed (in 2014) a major renovation of the interior of the 1908 original Atlanta Library building. This renovation project restored the Library's interior to circa 1908 appearance while adding significant upgrades in lighting and technology to allow for more convenient use by patrons. The project was managed under budget and only one month past its original projected deadline.

The Facilities & Environment Committee established an efficient set of processes for engaging and monitoring a number of different contractors (roofing, electricians, carpenters, plumbers, woodworking artisans, and others). The committee established project priorities and schedules to achieve those priorities, and they put in place an effective project budget that tracked all revenue and expenses associated with the project.

The same individuals will manage the Union Hall Building Project.

### **HOW THE PROJECT MEETS STANDARDS FOR PUBLIC LIBRARIES**

The Atlanta Public Library is undertaking the proposed project in specific response to four sections of *Standards for Public Libraries*: Chapter 4 (Facilities); Chapter 6 (Access); Chapter 8 (Public Services); and Chapter 9 (Programming).

#### ***Facilities (Chapter 4)***

As part of its long-range strategic planning, the Library Board undertook a regular periodic review of space needs in 2013. The study resulted in a major renovation of the Library's current

building, including the creation of a new children's library. This review resulted in the creation of a much more comfortable environment for patrons who now have easier access to the Library's book collection.

At the same time, the Library Board recognized that the current building is inadequate to support long-term programming initiatives, and the Board began exploring alternatives for additional space. In collaboration with the Library's chief administrators, other key staff, program volunteers, community leaders, the Library's attorney (who has reviewed all relevant contracts), and a professional architect, the Board considered a building expansion and identified alternative space in downtown Atlanta in close proximity to the Library. The Board determined, as a result of these investigations, that the most prudent and cost-effective opportunity was the acquisition of the existing Union Hall Building, which has the space required by the Library, is located conveniently, and has already had a major renovation that would enable the Library to keep further renovation costs as low as possible. In addition, data and power are already available throughout the building, as well as network capability, high-speed internet, and other technological services.

While the Atlanta Public Library already performs exceptionally well against the facilities standards for public libraries (integrated technology, telecommunications, facilities budgets, parking, internal signage, communications, shelving, lighting, fireproofing, HVAC, etc.)—and the new facility will meet all standards described by the State of Illinois as well—the proposed project is designed to improve performance in several specific areas, including:

The Library provides the right amount of space of the right kind to meet the provisions of its long-range strategic plan. By adding 10,000 square feet to the Library's facilities, the proposed project will more than triple the amount of space available to the Library and will provide more flexible space for Library programming. The first floor of the new facility has a glass-front lobby area that is adjacent to the street and thus offers a welcoming entrance and a high degree of visibility. Downstairs are two large program spaces (1,500 square feet each) that will be used for adult and children's programming. One room can be set permanently for art projects and the other for demonstration, reading programs, and public partner programs. There is a fully functional kitchen that can be used both for cooking programs, as well as to provide refreshments for other programs. Yet another smaller room will be set aside for programs such as film festivals and small lecture programs. A large storage area (appropriate for housing all arts and crafts supplies), rest rooms, and a media room are also part of the first floor configuration.

Upstairs is another 3,500 square feet of open space that can be used for public programs, rehearsals and performances, and other audience-driven activities. It is adjacent to the Library Museum, and the project calls for an opening to be cut in the wall to allow access to the Museum's archives. Also available on the upper level are a conference room that can be used for Board meetings (not currently available at the Library), as well as several small research areas that can be used by patrons who are exploring Museum archives. Finally, there is 1,500 square feet of space that can be rented to other groups, creating a revenue stream for the Library.

The Library is located at a site that is determined to be most convenient for the community. The new facility is located diagonally across from the existing Library building and directly across from Route 66 Park along the original Route 66. Also on this street is the Library Museum, the restored Palms Grill Café (which is a busy local and tourist dining spot), the Atlanta Artisans Shop, the Route 66 Memories Museum, and several prominent offices. Parking is readily available on the street and behind the building.

The Library's entrance is easily identified, clearly visible, and well illuminated. The entrance faces the direction used by the majority of the patrons. Because the new facility is fronted by large arched windows that face the street, what goes on in the Library will be visible in exciting new ways. The current Library structure sits back from the street and must be accessed either via an outside elevator or by climbing two sets of steps. Its stone exterior and classic architecture—while beautiful and historic—can be forbidding to newcomers. The new facility—with its glass façade that will allow people to see what is going on inside—will be inviting in its transparency, effectively integrating the Library with the busy downtown streetscape.

The Library has an identifying sign clearly visible from the street. Additional signs guide users from arterial streets to the Library. Because the new facility is located along the public sidewalk, signage on the windows and door will be more readily visible than the signage on the current building. Given the proximity to other popular local spots, it will be easier to guide the public toward both Library facilities and to link them together in a greater “critical mass” of activity.

The Library has sturdy and comfortable furnishings in sufficient quantity to meet user needs. While the main Library building has beautiful and highly comfortable furnishings—some of which are original and others periodic-specific—the Library lacks additional appropriate furnishings to meet its programming needs. Craft tables suitable for both adults and children, as well as padded folding chair seating for seniors and others is not available at the current site. Further, a lack of storage space makes it impossible to maintain the variety of furnishing necessary to accommodate our programs

The Library shall be adequately illuminated and provide a number of lighting environments that are suitable for different uses. Natural light will be employed whenever possible. The current Library building is illuminated quite well—with vast amounts of natural light—for exploring the stacks, reading, writing, computing, and other activities, but its original wiring system precludes turning lights on and off in specific areas, dimming lights, and otherwise managing lighting for a variety of program needs.

The Library meets the requirements of the Americans with Disabilities Act (ADA). The Library does meet the ADA standards, but the new facility will make it even easier for people to access the Library's programming. Currently, people who need to do so enter the Library through the “elevette” on the side of the building, but many of our older users and those with disabilities are intimidated by the structure and hesitate to use it. Because the new facility will be at street level and will provide easily accessible entrances at both the front and back of the building, the Library will be able to better support programming services for users with disabilities. Handicapped parking is located in front of and directly behind the building rather than in a parking lot a short distance away.

### ***Access and Public Service (Chapters 6 and 8)***

The Library currently meets all standards for access, with one exception, and it is that exception that this project is designed to address.

Materials are not sequestered from any user except for the purpose of protection from theft and damage. Currently, local historical records, including genealogical resources, are not available to users for most of the year. By creating research rooms and providing a connection to the Museum space where these records are held, this problem will be solved.

### ***Programming (Chapter 9)***

Increasingly, the Library is being called upon to offer educational, recreational, informational and cultural programs to the community. In fact, this is our fastest growing area of interest among current and potential users of regular Library services, and it is a major focus of the Board's long-term strategic planning. Continuing to develop and offer creative opportunities for the community, to link those activities with reading and educational development, and to increase the scope and reach of free programming will be critical to maintaining the vibrant community relationship to which the Library aims. The additional space provided in the planned new facility will enable the Library to better meet the State service standards for programming, specifically in the following areas:

Library programs are offered in a physically accessible location. Provisions are made, as needed to enable persons with disabilities to participate in programs. As discussed above, the new facility will offer significantly improved access to programs for this targeted group.

The Library considers community demographics, special populations, and the availability from other social, cultural, and recreational organizations in the community when planning and evaluating programs (#3). The Library presents educational, cultural and recreational programs that reflect community needs and interests (#4). The Library's programming targets groups such as children, parents, young adults, seniors and special constituents relevant to the area's demographics (#7).

The Library's public programming has grown exponentially in just three years—a testament to the community's interest and the Library's commitment. In 2011, the Library offered a summer reading program for children and a monthly reading & art night during the school year, as well as a five-event speaker series for adults during the winter. Today, the Library hosts over 20 multi-event programs and special events throughout the year, reaching both adults and children. While the Library Board and staff are gratified by the success, there is much more to be accomplished *vis a vis* these standards.

While the Board and staff certainly considers all services available locally in an effort to avoid duplication or identify possible partnerships, we are not always able to address special populations we may wish to serve better. The senior population, which is among our most active, needs more space; so do the children who participate in our art programs, summer camp, and other activities. One pertinent example is our after-school homework lab for students at the elementary school. Because we have had to do that program offsite, we have been

unable to expand it to run longer than three months each year. With the new building, the Library would be able to create space that would serve as a center for young people to gather and obtain help with homework on a regular basis. The flexible space would offer the capacity to develop mentoring programs and other initiatives that would expand the Library's relationship with the community's children and young adults.

## **THE PROJECT'S CONTRIBUTION TO THE IMPROVEMENT OF THE LIBRARY'S SERVICES**

The proposed project would enable the Library to improve its services to the public by:

- making available larger and more flexible spaces for programming;
- creating dedicated spaces that are appropriate to the kinds of programming currently being offered, as well as space for new program offerings that cannot be accommodated in the existing Library;
- adding public exhibit space;
- enabling more flexible scheduling;
- allowing for greater programming frequency and variety;
- creating easier access for senior citizens and persons with disabilities;
- providing the Library with the capacity to increase the number and frequency of programs, as well as the overall number of people served;
- ensuring that services the Library's main building will not be disrupted by public programs during regular hours of operation;
- ensuring regular access to the Library's historical assets for researchers;
- allowing the Library to integrate Museum resources more effectively in its programming;
- enabling the Library to plan its programs more purposefully and strategically in relation to long-range goals rather than offering programs on an ad hoc basis as Library space and time allow;
- bringing all programming under one roof, thereby creating a visible center of activity that the community identifies with the Library;
- supporting the Library's programming needs for the next 10-20 years.

Following are several specific examples of the ways in which the Library would build on current programming by using the new space:

- Off-site events, such as musical performances by visiting artists; performances by participants in Art Camp; art and historical exhibits; and public lectures would be moved in-house.
- After-school programs, including the Homework Lab and Art Club would be expanded, and additional after-school programs could be added.
- Workshops, seminars and classes that run for several hours—or even over several days—could be accommodated. Examples include painting, drawing and ceramics classes for children and adults; poetry and improvisation workshops; drama and creative writing classes; topical seminars related to other Library programs, such as a recent book group study of women in other cultures; and more.

- Visiting artist and scholar programs would bring artists and scholars to the community for extended periods, enabling greater depth and focus of programs.
- New programs, such as film festivals; cooking, cultural and travel programs. media training; computer classes; and others would be added.
- Regular art and cultural exhibits would be added to complement Library programming.
- Interactive learning programs and exhibits could be installed in the additional space available in the Union Hall building.
- The Library's paperback circulating library, which was eliminated during the renovation due to space considerations, would be re-established, and a reading room created to serve patrons onsite.
- Library staff would explore and develop partnerships with community organizations that are not currently possible due to space limitations.

## **MAINTAINING AND SUSTAINING OPERATIONS FOLLOWING PROJECT COMPLETION**

Please see the attached spreadsheet that details budget projections for the Atlanta Public Library and Museum for the next ten (10) years, through 2020-2025.

Note: the Atlanta Public Library District successfully passed a tax referendum in 2013. As a result, beginning 7/1/15, annual tax revenue for the District will increase by approximately \$55,200 per year. The increased tax revenue will be used to fund the additional operating expenses that will occur as a result of the Library carrying out the Union Hall Building Project. In particular, the attached budget spreadsheet shows increases in the following chart of account lines:

- Line LI 603D – Insurance Expense (coverage for the Union Hall building)
- Line LI 603B – Library Maintenance/Construction (this line has been increased in order to establish an ongoing, accumulating fund that can be used for regular maintenance on the Library Building)
- Line LI 603D – Downey Building/Union Hall Building Maintenance/Construction (this line has been increased in order to establish an ongoing, accumulating fund that can be used for regular maintenance on the Downey & Union Hall Buildings)
- Line LI 606A – Telephone – increased 3% annually to cover additional expenses
- Line LI 606C – Library: ISP-CIRBN-Highspeed Internet Access – increased 3% annually to cover additional expenses

- Line LI 606D – Union Hall Building: ISP-CIRBN-Highspeed Internet Access – increased 3% annually to cover additional expenses
- Line LI 607 – Dumpsters – increased 3% annually to cover additional expenses
- Line 125 65P – Salaries – increased in 2015-2016 to add one additional staff person, then 3% annually to cover additional expenses
- Line LI 606B – Downey Bldg/Union Hall Bldg – added \$4,800 per year in 2015-2016 to cover Union Hall Building, then increased 3% annually to cover additional expenses
- Line LI 618 – Maintenance Supplies – increased 3% annually to cover additional expenses











FAX (217) 524-7525

Logan County  
Atlanta

Live and Learn Construction Grant, Rehabilitation for Library Services  
114 SW Arch St.  
IHPA Log #005120514

December 18, 2014

William Thomas  
Atlanta Public Library  
P.O. Box 166  
Atlanta, IL 61723

Dear Mr. Thomas:

This letter is to inform you that we have reviewed the information provided concerning the referenced project. Our review of the records indicates that no historic, architectural or archaeological sites exist within the project area.

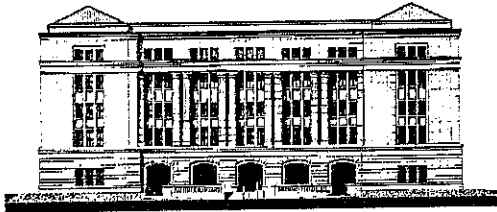
Please retain this letter in your files as evidence of compliance with Section 4 of the Illinois State Agency Historic Resources Preservation Act (20 ILCS 3420/1 et. seq.). This clearance remains in effect for two years from date of issuance. It does not pertain to any discovery during construction, nor is it a clearance for purposes of the Illinois Human Skeletal Remains Protection Act (20 ILCS 3440).

If you have any further questions, please contact me at 217/785-5027.

Sincerely,

Anne E. Haaker  
Deputy State Historic  
Preservation Officer

c: Mark Shaffer, Illinois State Library



JESSE WHITE • Secretary of State & State Librarian  
Illinois State Library, Gwendolyn Brooks Building  
300 S. Second St., Springfield, IL 62701-1796

**WWW.CYBERDRIVEILLINOIS.COM**

**Illinois State Library  
PUBLIC LIBRARY CONSTRUCTION GRANT PROGRAM  
Americans with Disabilities Act — Self-Evaluation Form**

Name of Library: Atlanta Public Library and Museum City: Atlanta, Illinois

Telephone Number: 217-648-2112 TTY Number: \_\_\_\_\_

The purpose of this evaluation is to determine how well the library building is complying with the ADA and to help the library plan for future improvements to better serve its patrons. A "NO" answer to any of the questions does not necessarily mean noncompliance, as alternative methods may be pursued to provide accessibility to the library's programs and services.

Date of most recent ADA Self-Evaluation: 12/13/14

Name/Telephone Number of contact person regarding this evaluation: Bill Thomas, 217-648-2112

Director's Name: (print) Catherine Maciariello

Signature: Catherine Maciariello

Board President's Name: (print) Randy Brooks

Signature: Randy L Brooks

**INTERESTED PERSONS CONSULTED**

Include a list with the names of persons with disabilities and groups that work with people with disabilities who were consulted in the self-evaluation process.

Persons with disabilities:

Mrs. Carol Begolka, Atlanta, IL, Mr. Chuck Ruble, Atlanta, IL, Mrs. Joyce Shaffer, Atlanta, IL, Ms. Annie Hieronymus

Groups that work with people with disabilities: Parks Construction Company, Mr. Todd Parks (owner) Atlanta, IL

**ACCESS INTO THE LIBRARY** (Please check appropriate boxes.)

|  | YES                                 | NO                       | N/A                      |
|--|-------------------------------------|--------------------------|--------------------------|
| Is the required number of accessible parking spaces provided?            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Please indicate the appropriate range of spaces:                         |                                     |                          |                          |
| 1-25 spaces = 1 accessible space   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 26-50 spaces = 2 accessible spaces                                       | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| 51-75 spaces = 3 accessible spaces                                       | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| 76-100 spaces = 4 accessible spaces                                      | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| 101-150 spaces = 5 accessible spaces                                     | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Are accessible spaces at least 16 feet wide with an 8-foot access aisle? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the accessible parking sign mounted no more than 5 feet above grade?  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**ACCESS INTO THE LIBRARY** (Please check appropriate boxes.)**YES NO N/A**

- Does the reserved parking sign have the International Symbol of Accessibility indicating a fine for violations? ☒ ☐ ☐
- Do the curbs at walkways have curb ramps, including at drives, parking and drop-off areas? ☒ ☐ ☐
- Do walkways into the facility have a clear width of at least 36 inches and are they in good repair? ☒ ☐ ☐
- Do ramps have a clear width of at least 36 inches and slopes not exceeding a 1-foot rise in a 12-foot span? ☐ ☐ ☒
- If the main entrance is not accessible, is a sign posted indicating the location of the accessible entrance? ☐ ☐ ☒
- Do accessible entrances bear the International Symbol of Accessibility? ☐ ☒ ☐
- Do the entrance doors have at least a 32-inch clear opening? ☒ ☐ ☐
- Do doors open easily with one hand? Interior doors: 5 pounds pull force Exterior doors: 8½ pounds pull force ☒ ☐ ☐
- Since the last self-evaluation, what changes has the library made in Access Into the Library? (Attach additional sheets if needed.)

Since the Live & Learn grant being requested via this application is for the Union Hall Building - not our Atlanta Library Building, which is a separate facility - this self-evaluation has been done on the Union Hall Building. This is the first ADA self-evaluation done on the Union Hall Building.

What changes does the library plan to address during the next three years in Access Into The Library? (Attach additional sheets if needed.)

The International Symbol of Accessibility will be affixed to the accessible entrances of the Union Hall Building as part of this project.

**ACCESS TO PROGRAMS AND SERVICES** (Please check appropriate boxes.)**YES NO N/A**

- Do book security gates have a minimum clear opening of 32 inches? ☐ ☐ ☒
- Does a minimum of one element of fixed seating provide knee space of at least 27 inches high, 30 inches wide and 19 inches deep; and tabletops and work surfaces 28 to 34 inches from the floor? ☒ ☐ ☐
- Where service counters exceed 36 inches in height, is an auxiliary counter provided with a height of 28-34 inches from the floor? ☒ ☐ ☐
- Are card catalogs, magazine displays and reference materials no more than 48 inches high for frontal approach or 54 inches for parallel approach? ☐ ☐ ☒
- Are all aisles at least 36 inches wide? (42 inches preferred when possible) ☒ ☐ ☐
- Are floor and carpeted surfaces stable, firm and non-slip? ☒ ☐ ☐
- Is permanent signage in raised lettering and braille? ☐ ☐ ☒
- Does at least one drinking fountain have a spout no higher than 36 inches? ☐ ☐ ☒
- If there is more than one level, does an elevator or ramp connect the levels? ☐ ☐ ☒

**ACCESS TO PROGRAMS AND SERVICES** (Please check appropriate boxes.)**YES      NO      N/A**

If the library has an elevator, does the door jam entering the elevator have raised lettering and braille characters for each floor to enable visually impaired persons to identify the floor where the elevator has stopped?

☐      ☐      ☒

Are the elevator control buttons mounted no higher than 54 inches above the floor for a side approach, or 48 inches for a forward approach?

☐      ☐      ☒

Are all control buttons designated with raised lettering and braille?

☐      ☐      ☒

Does the floor area of the elevator allow someone using a wheelchair to enter the car and maneuver within reach of the controls and exit from the elevator?

☐      ☐      ☒

Is there an audible signal when the elevator passes or stops at a floor?

☐      ☐      ☒

Do stairs and ramps have continuous rails on both sides that are mounted at 34-48 inches above the surface?

☒      ☐      ☐

Is there a 60x60-inch turning radius located at reasonable intervals throughout the stacks if the aisles are less than 60 inches wide and exceed 200 feet in length?

☐      ☐      ☒

Is the highest operable part of a wall-mounted telephone no more than 48 inches from the floor?

☐      ☐      ☒

Are telephones available that have push buttons and volume controls?

☒      ☐      ☐

Do doorways in public spaces have at least a 32-inch clear opening?

☒      ☐      ☐

Are meeting rooms accessible?

☒      ☐      ☐

Do emergency alarms have both flashing and audible signals?

☒      ☐      ☐

Is there an evacuation plan for persons with disabilities in the event of an emergency?

☐      ☒      ☐

Is the library listed on, or qualified for, the National Register of Historic Places?  
(This includes Carnegie buildings and buildings with distinctive architectural features.)

☐      ☒      ☐

Since the last self-evaluation, what changes has the library made in Access to Programs and Services? (Attach additional sheets if needed.)

Since the Live & Learn grant being requested via this application is for the Union Hall Building - not our Atlanta Library Building, which is a separate facility - this self-evaluation has been done on the Union Hall Building. This is the first ADA self-evaluation done on the Union Hall Building.

What changes regarding the Access to Programs and Services will be addressed during the next three years? (Attach additional sheets if needed.)

The remodeling that will be done to the Union Hall Building as a part of this project will result in the Union Hall Building becoming much more accessible. The opening that will be made between the second floor of the Union Hall Building and the adjacent Downey Building (site of the Atlanta Public Library's Museum) will make the second floor of the Union Hall Building accessible. Patrons/visitors will be able to enter the ground floor of either the Union Hall Building or the Downey Building and use the new elevator located in the Downey Building to then access the second floor of either building.

The Atlanta Public Library and Museum has an evacuation plan for persons with disabilities already in place for the Downey Building. This plan will be updated to include the Union Hall Building.

**RESTROOMS** (Please check appropriate boxes.)

|   | YES                      | NO                                  | N/A                      |
|---|--------------------------|-------------------------------------|--------------------------|
| Is there at least one accessible restroom for each gender?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Do doorways into the restroom have at least a 32-inch clear opening?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Is there at least an 18-inch clear wall space next to the door pull handle?   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Is there at least a 5-foot circle or other open space for turning a wheelchair completely?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Does the stall door have at least a 32-inch clear opening?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Is the toilet seat 17-19 inches from the floor?   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Is the space in front of one sink 30 inches wide by 48 inches deep, and is the rim of the sink no higher than 34 inches?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Are pipes under the sink insulated to prevent injuries?   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Can faucets be operated with one hand comfortably?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Since the last self-evaluation, what changes has the library made to the restrooms? (Attach additional sheets if needed.)   |                          |                                     |                          |
| Since the Live & Learn grant being requested via this application is for the Union Hall Building - not our Atlanta Library Building, which is a separate facility - this self-evaluation has been done on the Union Hall Building. This is the first ADA self-evaluation done on the Union Hall Building. |                          |                                     |                          |
| What changes regarding the restrooms will be addressed during the next three years? (Attach additional sheets if needed.)   |                          |                                     |                          |

The remodeling that will be done to the Union Hall Building as a part of this project will result in the Union Hall Building becoming much more accessible. Once the openings are made between the first and second floors of the Union Hall Building and the Downey Building, patrons/visitors will have access via either building to two ADA compliant bathrooms on the first floor in the Downey Building and two ADA compliant bathrooms on the second floor of the Downey Building

**EMPLOYMENT AND COMMUNICATIONS** (Please check appropriate boxes.)

|  | YES                                 | NO                                  | N/A                                 |
|--|-------------------------------------|-------------------------------------|-------------------------------------|
| Has the library made reasonable accommodations for employees with disabilities? If so, please provide a brief description:                         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Does the library periodically review and revise job descriptions to ensure that they are non-discriminatory and describe essential work functions? | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Are employees and trustees familiar with the policies and practices for the full participation of individuals with disabilities?                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Is disability awareness training provided for library staff?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| If the library does not own a TTY, does it have a TTY pay phone?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Has the library used the 711 Telephone Relay System?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |



**EMPLOYMENT AND COMMUNICATIONS** (Please check appropriate boxes.)**YES NO N/A**

Are auxiliary aids or formats provided for individuals with speech, vision and hearing impairments, such as qualified interpreters, taped text, large print, and descriptive or closed-captioned video?

☒ ☐ ☐

Have these aids or formats been requested by patrons?

☒ ☐ ☐

Does the library inform groups using the facilities that they must comply with ADA and are responsible for providing qualified interpreters or auxiliary aids upon request?

☒ ☐ ☐

If the library has more than 50 employees, or is part of a public entity with more than 50 employees, and structural changes are needed to comply with the ADA, has a transition plan been completed? If yes, a copy of the transition plan must be submitted with this survey.

☐ ☐ ☒

How much advance notice is requested to ensure that qualified interpreters or auxiliary aids are available for meetings, programs and activities sponsored by the library?

Days 0  
Hours 0

Since the last self-evaluation, what changes has the library made in the area of Employment and Communication? (Attach additional sheets if needed.)

Since the Live & Learn grant being requested via this application is for the Union Hall Building - not our Atlanta Library Building, which is a separate facility - this self-evaluation has been done on the Union Hall Building. This is the first ADA self-evaluation done on the Union Hall Building.

What changes regarding Employment and Communication will be addressed in the next three years? (Attach additional sheets if needed.)

As part of its Policies/Procedures Committee, the Board of Trustees will write and adopt policies designed to ensure:

A) Employees and trustees familiar with the policies and practices for the full participation of individuals with disabilities

B) Disability awareness training is provided for library staff

C) Groups using the facilities are informed that they must comply with ADA and are responsible for providing qualified

**DESCRIPTION OF MODIFICATIONS MADE**

ADA compliance may be achieved through alternative methods, including assignment of staff to assist the persons with disabilities; home visits; delivery of services and programs at alternate accessible sites; and any other method that results in making materials, services and programs accessible. Please include a list of alternative methods the library is utilizing to comply with the ADA.

**BUDGETARY ISSUES** (Please check appropriate boxes.)**YES NO N/A**

Has the library received an Illinois State Library grant for accessibility?

☒ ☐ ☐

If yes, provide the fiscal year and amount of funds received:

Fiscal Year 1998 \$ 8,400

Has the library received funds from any other source for accessibility?

☐ ☒ ☐

If yes, provide the fiscal year, source and amount of funds received:

Funding Source: \_\_\_\_\_ Fiscal Year \_\_\_\_\_ \$ \_\_\_\_\_

How much has the library spent on ADA compliance from its own budget:

\$ \_\_\_\_\_

Has the library been challenged on the issue of ADA compliance?

☐ ☒ ☐

If yes, please list the date of the challenge, describe the issue(s) and the resolution. Attach additional sheets if needed.

**Atlanta Public Library  
Live & Learn Grant Application  
Facilities Plan**

**Space Needs Assessment: An Examination of Present and Future Atlanta Public Library Facility Needs**

**Current Space**

The Atlanta Public Library—which was built in 1908 and has served as a public library ever since—is a beautiful, historically significant building that elicits great pride in the community. The building was the first of three Atlanta buildings to be placed on the National Register of Historic Places, having been added to the Register in 1979. With its unique octagonal shape and its fixed 2,135 square feet, the Library provides a comfortable, intimate, and welcoming space. The Library has three upstairs rooms. One room holds the circulation desk, public computer stations, and staff work stations, and as a result is unavailable for programming. Each of the two remaining rooms (our fiction and non-fiction rooms) are quite small (approximately 400 square feet each) and can accommodate no more than 15 people for a public program. The only larger space is the children’s library in the basement, which can hold up to 25 people.

**Current Programs**

Besides being open to the public six days a week, the Atlanta Library offers a variety of adult and children’s programming that allows the Library to better serve its patrons. The Library specifically targets the senior community through its *This Golden Age* program comprised of 10-12 events each year. Talks and demonstrations, as well as interactive activities, are offered to audiences aged 55 years and older. For example, *This Golden Age* has featured presentations on health issues such as nutrition for seniors, changes in Medicare, movement and exercise to maintain flexibility; arts activities, such as basic drawing, water color painting and ceramics; and topical issues, including identity theft, scams targeting seniors, basic technology classes, bonsai gardening, and more.

Additional adult programming includes the *Behind the Scenes* series and the *Palms Grill Dinner Programs*. *Behind the Scenes*, held 4-6 times a year, features speakers from the arts world. Guest speakers have included Bob Lupone, Tony-nominated Broadway actor; Heather Hitchens, Executive Director of the American Theatre Wing in New York; Casey Childs, Emmy-winning director and producer for the hit soap opera *All My Children*; Pittsburgh Symphony cellist Mikhail Istomin; singer-songwriter Brian Davis; Gary W. Moore, author of the popular World War II/Baseball novel Playing with the Enemy; and many others. The *Palms Grill Dinner Programs*, held 9-12 times a year are similar in nature, but feature a variety of speakers with unique perspectives on Illinois history and culture. Attendees enjoy a delicious meal prepared by the staff of the Palms

Grill Café in downtown Atlanta followed by the program. Topics have included whiskey tastings from a local distillery, historic presentations from the Atlanta Museum regarding the town's cultural history, screenings of movies filmed in Atlanta, and live musical performances by local musicians.

The Library also hosts several book groups, including its popular *Worldviews*, which focuses on a different topic each year. *Worldviews* has explored the Holocaust, the role of women in world cultures, and others. In conjunction with *Worldviews*, the Library hosts periodic public lectures that are relevant to each topic. For example, when the group read Holocaust literature, Michael Rothberg, Chair of the English Department at the University of Illinois and director of the Holocaust, Genocide and Memory Studies Initiative, was guest of the Library. Since the renovation of its interior, the Library has also begun to offer more informal programming such as afternoon tea and Friday evening stories by the fire open for its adult patrons.

The Library's popular children's programming has grown over the last few years as well. Like many other libraries in Illinois, Atlanta Public Library participates in a themed summer reading program. The theme is demonstrated through various formal and informal means. Children gather once a week to create art, play games, and read together. This past summer the theme was "Paws to Read," so many of the activities were pet and animal related. Participants created animal masks, made homemade dog treats and Puppy Chow, and read short stories that featured animals. During more structured programs, children learned about caring for animals from one of the local veterinary offices and a national award-winning local goat farmer. Throughout the year, monthly Reading and Arts Nights are offered for children, as well as a number of special projects such as pumpkin-painting, candy house-making, ceramics art, and more. A Monday afternoon Art Club also meets throughout the year.

During the summer, The Library also holds a three-week *Arts Discovery Camp* for elementary school-aged children. For three weeks, participants are immersed in learning and expanding their knowledge about visual arts, musical composition, and theatre arts. Last summer, the Library brought a teaching artist from the New York Philharmonic Orchestra to run the musical composition week and is looking forward to bringing him back for the summer of 2015. For the last two years, the Library has teamed up with the Illinois Wesleyan theatre department to run the theatre week, at the end of which the group stages a production complete with costumes and settings.

During the school year, the Library gathers volunteers to go to the grade school to encourage and establish good reading and homework habits with the students. Every Friday, locals go in twice a day to read to and interact with the Pre-Kindergarten classes. These same Pre-K classes make a field trip to the Library twice a year to learn how the Library works, meet the Librarians, and read books. The Library also works with the school to identify students who need assistance completing homework. Once a week, students stay after school to get tutoring or to simply have a quiet place and time to

accomplish their schoolwork. The Library also hosts the yearly Young Authors contest winners. Classes come to the library, where the winners of each grade get to read their stories allowed to an audience.

### **Problems of Existing Space**

**Given the current space available, the Library does an excellent job of managing all these programs in conjunction with regular service hours, however there are challenges and problems that need to be addressed.**

**Current space available for public programs is severely limited.**

With a fixed amount of square footage, and all available rooms having designated purposes, the set of programs currently offered by the Library are forced to work around and within our building's space constraints.

**The hours programs can be offered are constrained by Library hours of operation.** The Library is open six days per week. Since the only spaces available for programs are in existing public spaces, programs cannot be held except in the early mornings or the late evenings without compromising patron access to and use of the Library's collection. In addition, some programs, such as art-making and story hours, can be messy or noisy, and they disrupt the atmosphere patrons expect when using the Library.

**There is no room for growth in current programming despite the rising demand.**

Current senior and other adult programs being offered in existing spaces have reached maximum capacity, and there is no way to increase the audience in the current building. Just duplicating programs on another day is not efficient or practical, since presenters are not generally available for multiple presentations and the Library's budget does not have resources for multiple fees. Growth, therefore, is severely constrained by both physical space and operating hours. The same is true for other programs as well. For example, the Library offers a three-week summer art camp (music, theater and visual arts) for children each year. Enrollment has nearly doubled in the three-years the camp has been offered, with over 80 children participating in 2014. Because of the Library's space limitations, we are forced to use existing spaces for rehearsals, dramaturgical work, composition and improvisational activities, costume and set-building, etc. during regular Library hours, disrupting regular activities and incurring criticism from patrons. Many other children's programs have already been expanded to multiple nights in order to accommodate demand, leaving us no way to expand without additional space.

**Existing spaces are inflexible and inhibit the variety of programs offered.** Because programming space also holds the Library's collections—which are fixed stacks—little can be done to arrange the space to accommodate a variety of programs. In addition, the rooms contain furniture that does not easily accommodate our audience, and staff must move furniture in order to set up tables and/or folding chairs as needed for a specific program. Once the program is over, the room must be reset—all before the Library opens to the public. This inflexibility is especially apparent in our community

partnerships. Offering special classes is extremely difficult and inhibits our responsiveness to our community. A weekly yoga class, for example, means closing the children's library for an hour and a half, as well as moving and resetting furniture.

**Existing spaces are inappropriate for the programs being offered.** The Library's lovely interior, including its original wood floors and the newly renovated (and carpeted) children's library do not provide proper spaces for many of our programs, including ceramics classes, art projects, drama and art clubs, etc. These kinds of programs risk damage to a historical interior that was not designed for potentially messy projects. The Library desperately needs dedicated space which can be permanently set for these kinds of activities and can be large enough to contain the necessary supplies and materials close at hand. The existing small storage room for art and craft supplies also must store books for the annual book fair, a copy machine, food and refreshments, and other supplies. This all makes inventory and supply management very difficult.

**The lack of space often forces the Library to use offsite facilities.** Because of the Library's space limitations, some programs are forced offsite, resulting in added expense and logistical difficulties. The Arts Camps, for example, can use the Library lawn during good weather, but it must move to a local church if it rains. Final performances, too, must be moved offsite because the Library does not have a room sufficiently large to hold an audience.

**The Library cannot provide unlimited access to its historical materials and records under the current facilities configuration.** The Library cannot easily provide access to many of its historical research materials and genealogical records because they are located in the Museum building across the street. This project is designed to remedy the lack of access to these materials.

**The Children's Library, one of the Library's busiest spaces, cannot increase its collection adequately over the next decade as long as the space must be used for programs.** Since this room is the only "open space" available for programs, the Library is precluded from adding additional furniture, stacks, computer stations, etc. unless programs can be supported elsewhere. The Library Board has a short-term goal of expanding its junior fiction, non-fiction and young adult collections, but currently does not have the space to meet its goals given current use of the space. In addition, there is no space for computer stations, and children must compete with adults for use of the adult stations upstairs.

### **Recommendations**

**Given the multiple constraints noted above, the Atlanta Public Library has put in place plans to acquire additional space that is more flexible and open to accommodate its current and future needs.**

As part of its long-range strategic planning, the Library Board undertook a regular periodic review of space needs in 2013. The study resulted in a major renovation of the Library's current building, including the creation of a new children's library. This review created a much more comfortable environment for patrons who now have easier access to the Library's book collection.

At the same time, the Library Board recognized that the current building is inadequate to support long-term programming initiatives, and the Board began exploring alternatives for additional space. In collaboration with the Library's chief administrators, other key staff, program volunteers, community leaders, the Library's attorney (who has reviewed all relevant contracts), and a professional architect, the Board considered a building expansion and identified alternative space in downtown Atlanta in close proximity to the Library. The Board determined, as a result of these investigations, that the most prudent and cost-effective opportunity was the acquisition of the existing Union Hall Building, which has the space required by the Library, is located conveniently, and has already had a major renovation that would enable the Library to keep further renovation costs as low as possible. In addition, data and power are already available throughout the building, as well as network capability, high-speed internet, and other technological services.

By adding the 10,000 square feet found at the Union Hall Building to the Library's facilities, the proposed project will more than triple the amount of space available to the Library and will provide more flexible space for Library programming. The first floor of the new facility has a glass-front lobby area that is adjacent to the street and thus offers a welcoming entrance and a high degree of visibility. Downstairs are two large program spaces (1,500 square feet each) that will be used for adult and children's programming. One room can be set permanently for art projects and the other for demonstration, reading programs, and public partner programs. There is a fully functional kitchen that can be used both for cooking programs, as well as to provide refreshments for other programs. Yet another smaller room will be set aside for programs such as film festivals and small lecture programs. A large storage area, rest rooms, and a media room are also part of the first floor configuration. Upstairs is another 3,500 square feet of open space that can be used for public programs, rehearsals and performances, and other audience-driven activities. It is adjacent to the Library Museum, and the project calls for an opening to be cut in the wall to allow access to the Museum's archives. Also available on the upper level are a conference room that can be used for Board meetings (not currently available at the Library), as well as several small research areas that can be used by patrons who are exploring Museum archives. Finally, there is 1,500 square feet of space that can be rented to other groups, creating a revenue stream for the Library.

Because the new facility is fronted by several large, arched windows that face the street, what goes on in the Library will be visible in exciting new ways. The current Library structure sits back from the street and must be accessed either via an outside elevator

or by climbing two sets of steps. Its stone exterior and classic architecture—while beautiful and historic—can be forbidding to newcomers. The new facility—with its glass façade that will allow people to see what is going on inside—will be inviting in its transparency, effectively integrating the Library with the busy downtown streetscape.

While the main Library building has beautiful and highly comfortable furnishings—some of which are original and others periodic-specific—the Library lacks additional appropriate furnishings to meet its programming needs. Craft tables suitable for both adults and children, as well as padded folding chair seating for seniors and others is not available at the current site. Further, a lack of storage space makes it impossible to maintain the variety of furnishing necessary to accommodate our programs

The Library's public programming has grown exponentially in just three years—a testament to the community's interest and the Library's commitment. In 2011, the Library offered a summer reading program for children and a monthly reading & art night during the school year, as well as a five-event speaker series for adults during the winter. Today, the Library hosts over 20 multi-event programs and special events throughout the year, reaching both adults and children. While the Library Board and staff are gratified by the success, there is much more to be accomplished *vis a vis* these standards. While the Board and staff certainly considers all services available locally in an effort to avoid duplication or identify possible partnerships, we are not always able to address special populations we may wish to serve better. The senior population, which is among our most active, needs more space; so do the children who participate in our art programs, summer camp, and other activities. One pertinent example is our after-school homework lab for students at the elementary school. Because we have had to do that program offsite, we have been unable to expand it to run longer than three months each year. With the new building, the Library would be able to create space that would serve as a center for young people to gather and obtain help with homework on a regular basis. The flexible space would offer the capacity to develop mentoring programs and other initiatives that would expand the Library's relationship with the community's children and young adults.

#### Program Expansion

Acquisition of the Union Hall building would, therefore, address most of the current problems the Library faces in its programming needs. At the same time, the Union Hall building would allow the Library to build on its current programming. Following are several specific examples of how the additional space would be utilized:

- Off-site events, such as musical performances by visiting artists; performances by participants in Art Camp; art and historical exhibits; and public lectures would be moved in-house.
- After-school programs, including the Homework Lab and Art Club would be expanded, and additional after-school programs could be added.

- Workshops, seminars and classes that run for several hours—or even over several days—could be accommodated. Examples include painting, drawing and ceramics classes for children and adults; poetry and improvisation workshops; drama and creative writing classes; topical seminars related to other Library programs, such as a recent book group study of women in other cultures; and more.
- Visiting artist and scholar programs would bring artists and scholars to the community for extended periods, enabling greater depth and focus of programs.
- New programs, such as film festivals; cooking, cultural and travel programs; media training; computer classes; and others would be added.
- The Library's paperback circulating library, which was eliminated during the renovation due to space considerations, would be re-established, and a reading room created to serve patrons onsite.
- Library staff would explore and develop partnerships with community organizations that are not currently possible due to space limitations.

**Project Design – Elevation**

Please see the attached photo of the Union Hall Building.

**Site Plan –**

Please see the attached Site Plan drawing of the Union Hall Building project.

**Floor Drawing –**

Please see the attached Floor Drawing of the Union Hall Building project.



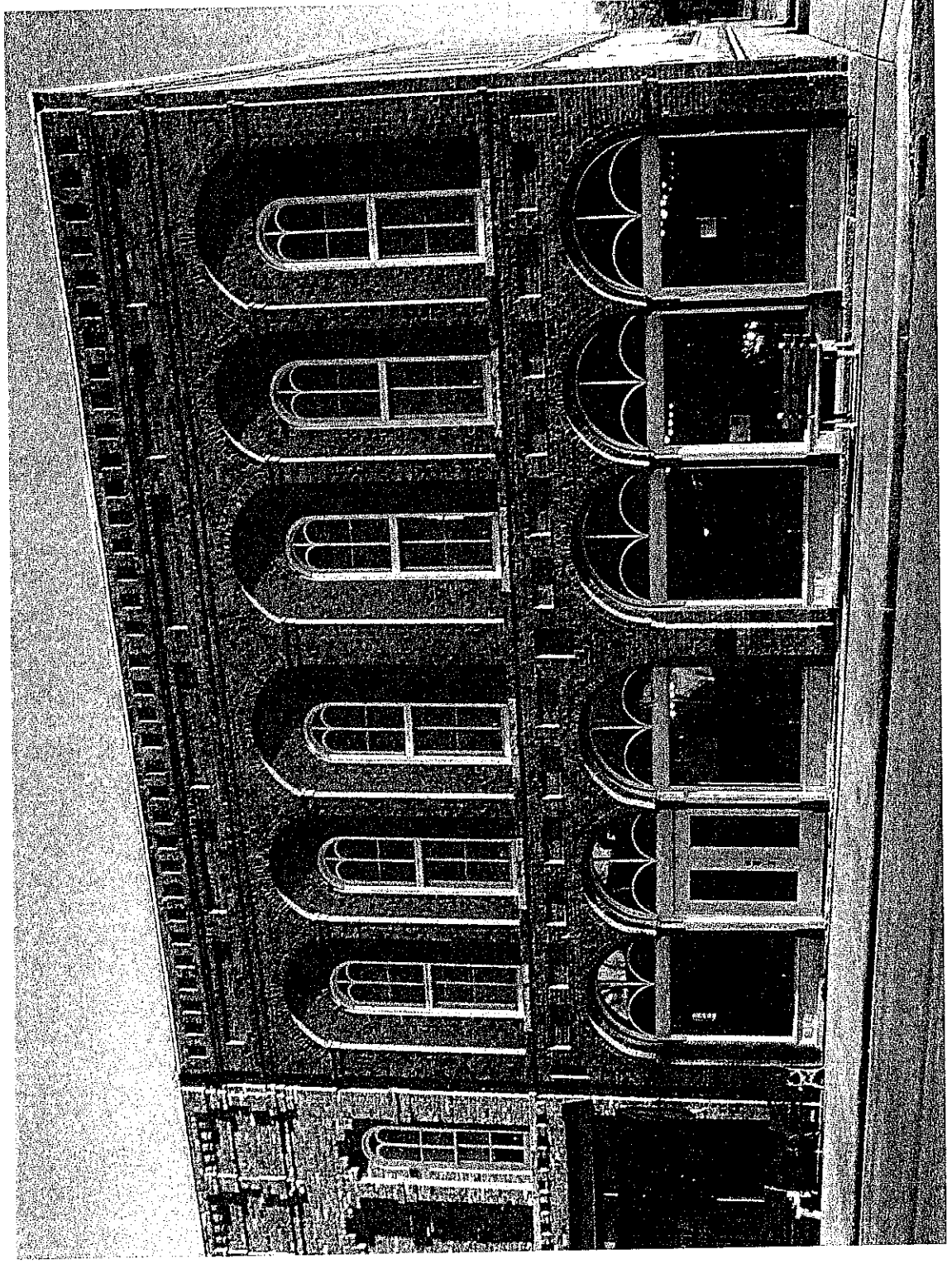
**Outline Specifications** - Following is an itemized list of significant materials, systems, and equipment and their criteria and levels of quality that will be used in the Union Hall Building project.

Per the remodeling plans of the Union Hall Building project:

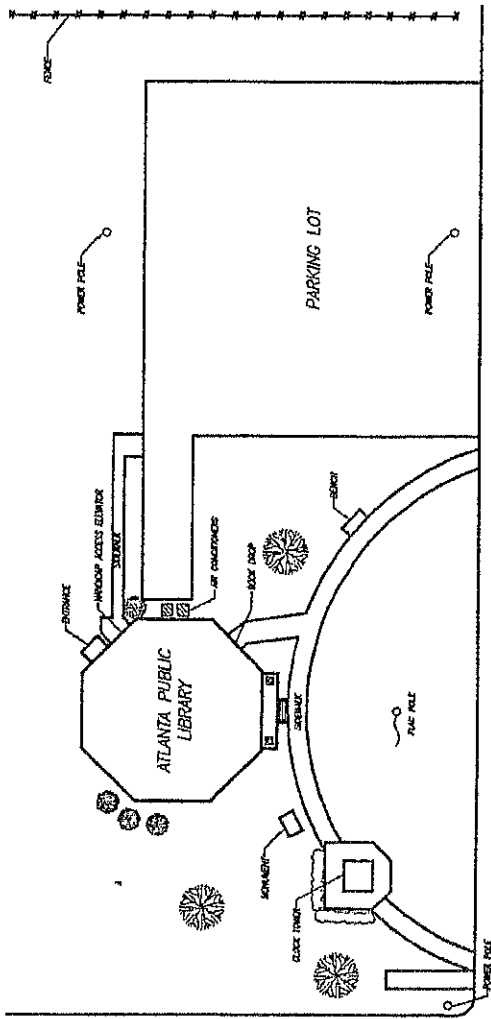
- A new roof will be installed on the Union Hall building. EPDM rubber roofing with fiberboard base sheeting will be installed in compliance with local codes and standard practices.
- A doorway will be added on the first floor front entry of the Union Hall Building designed to connect the entryway of the Union Hall building to the adjacent Downey Building. Wood jambs and trim will be used to replicate the existing wood jambs and trim found throughout the Union Hall Building.
- The existing glass wall on the first floor, south half of the Union Hall Building will be removed. Carpet will also be removed from the front entryway, exposing the building's original, circa 1866 wood flooring. Yellow pine porch floorboards will be used to patch any areas of flooring that need to be replaced.
- A second doorway will be added on the second floor of the Union Hall building designed to connect the open workspace area in that building to the existing Atlanta Museum exhibit space located in the adjacent Downey Building. Wood jambs and trim will be used to replicate the existing wood jambs and trim found throughout the Union Hall Building.

Atlanta Public Library  
Live & Learn Grant Application  
Facilities Plan - Elevation

Union Hall Building – 114 SW Arch Street, Atlanta, Illinois 61723

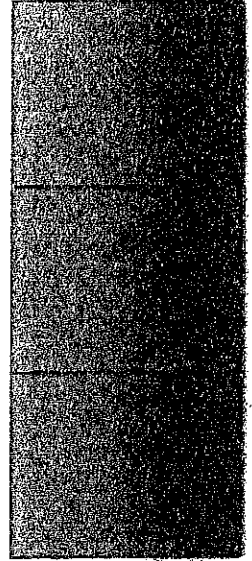
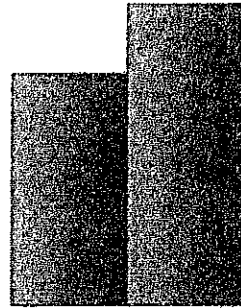
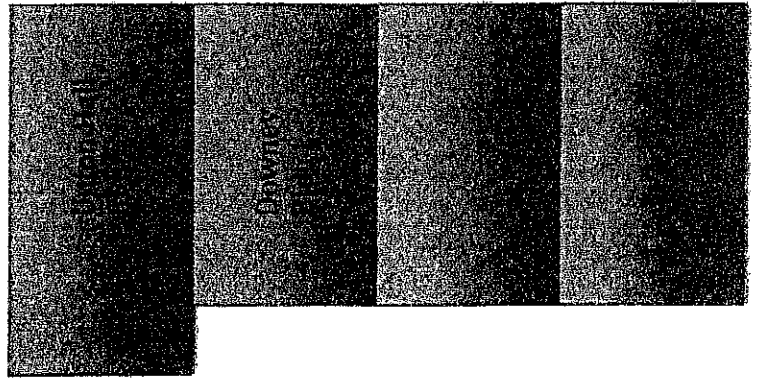


# Atlanta Public Library & Museum Union Hall Building Project Site Plan



Arch Street - Old U.S. Rt. 66

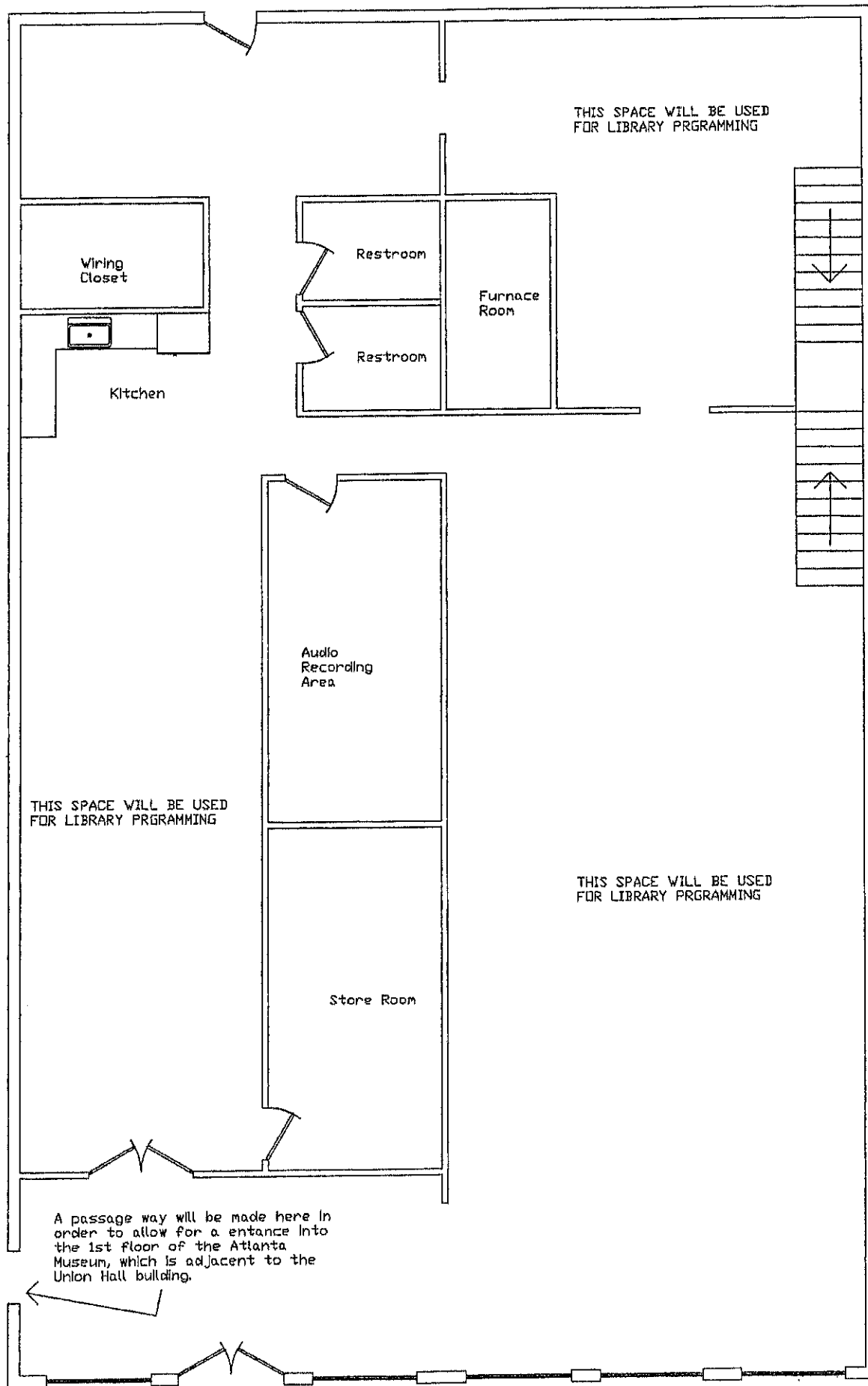
Arch Street - Old U.S. Rt. 66



FIRST FLOOR

UNION HALL BUILDING

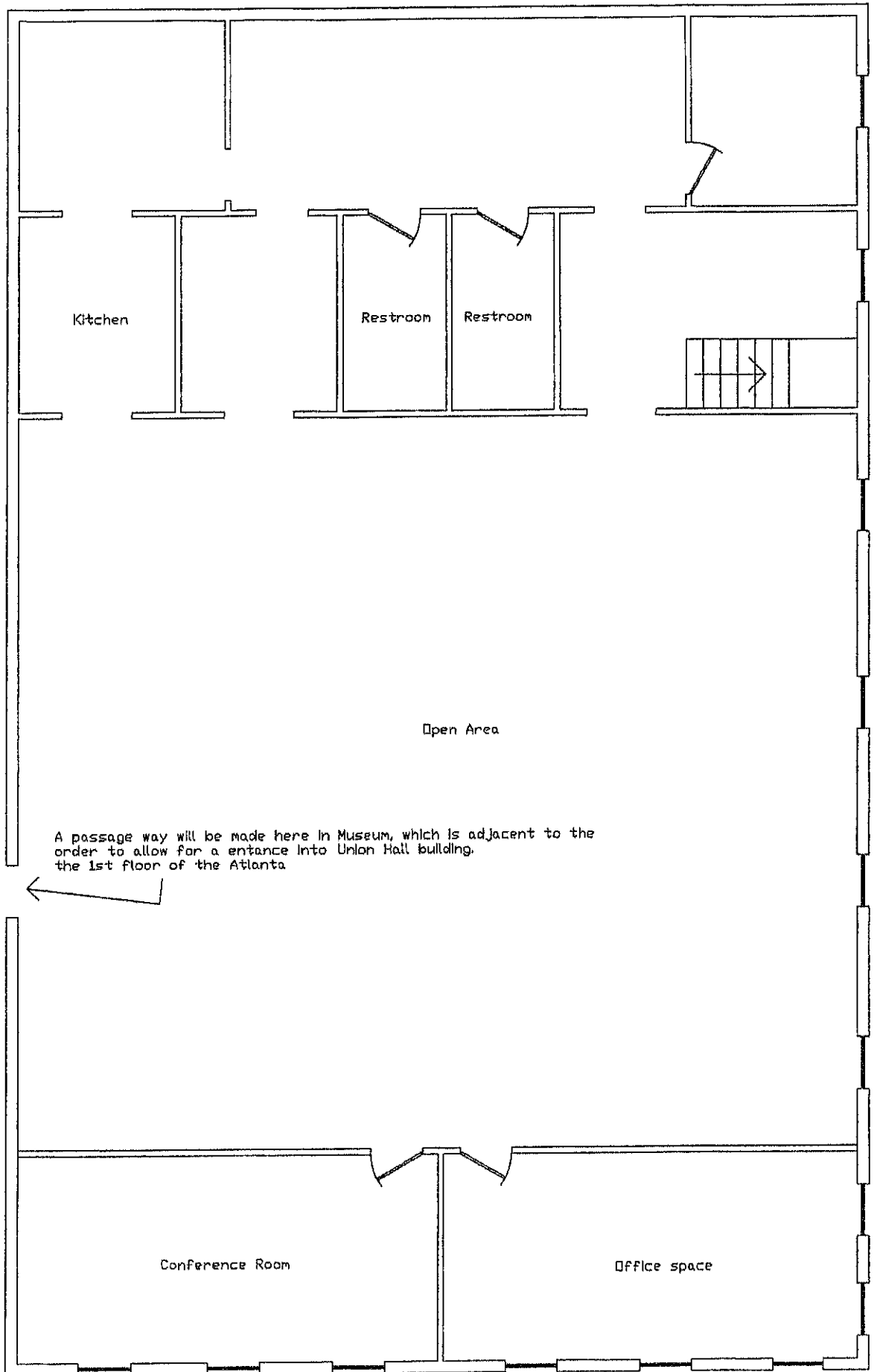
1/8"=1' SCALE



# SECOND FLOOR

# UNION HALL BUILDING

1/8"=1' SCALE



INSTALLMENT CONTRACT PURCHASE

OF

114 S.W. ARCH STREET, ATLANTA, IL 61723;

"DEED HELD IN ESCROW"

BY THE

LOGAN COUNTY TITLE COMPANY

This CONTRACT FOR THE INSTALLMENT PURCHASE OF COMMERCIAL REAL ESTATE ("Agreement") is made and entered into on December 18, 2014, pursuant to an earlier Oral Purchase Agreement by and between (1) THE ATLANTA PUBLIC LIBRARY DISTRICT, being a library maintained and operated pursuant to the Public Library District Act of 1991 [75 ILCS 16/1-1], as the "Buyer" and (2) WILLIAM M. THOMAS as President of Saint Thomas Didymus Corporation, Member of Teleologic Learning, L.L.C., as the "Seller".

RECITALS:

A. THE ATLANTA PUBLIC LIBRARY DISTRICT is a library maintained and operated in Atlanta, Illinois pursuant to the Public Library District Act of 1991 [75 ILCS 16/1-1] which owns historical property that adjoins and has a "common wall" with 114 S.W. Arch Street, Atlanta, IL 61723, has inspected the building in the manner in which it feels is appropriate and pursuant to its plan of purchase according to 75 ILCS 16/40-5, and believes the location is appropriate for expanding the existing Atlanta museum for the community education and benefit and to increase tourism.

B. THE ATLANTA PUBLIC LIBRARY DISTRICT wishes to purchase the building to supplement the museum and library related functions now in place.

C. Buyer desires to purchase any remaining appliances, furniture, fixtures, equipment, and personal property that are located on said real estate at the time of final payment, having no additional value herein.

D. Seller desires to sell and Buyer desires to purchase the real estate more commonly known as the "Union Hall", being situated at 114 S.W. Arch Street, Atlanta, IL.

E. Effective January 1, 2015, The Atlanta Public Library District accepts the property in "as is" condition. Buyer acknowledges that this property is not new and may have lead based paint.

F. By signing this contract, **THE ATLANTA PUBLIC LIBRARY DISTRICT** hereby obtains the "*benefits and burdens*" of ownership of this Commercial Building, having (1) the right of possession, (2) the right to obtain legal title upon full payment of the purchase price, (3) the right to remodel, convert, and construct improvements, (4) the obligation, if any, to pay property taxes, (5) the risk of loss, (6) the responsibility to insure the property, (7) the duty to actively maintain, protect, and preserve the property in good condition so long as the Seller remains unpaid, and (8) the right to expand current Library activities and functions.

G. The Buyer wishes to make **monthly payments of \$1,211.96 beginning February 1, 2015** and ending when the property is paid for according to the agreement of the parties.

H. The Seller is given the right to remain in the Building as a Tenant and is responsible for paying the monthly mortgage payment to **Heartland Bank and Trust Company** [See Mortgage dated April 24, 2014 and recorded May 22, 2014 as Instrument No. 201400082582, incorporated herein by reference] in a prompt and timely manner. The Seller agrees to pay for utilities, real estate taxes, and insurance for 2014, such items to be renegotiated for 2015 and all future years.

I. The parties to this agreement agree to cooperate fully with each other in utilizing "**duplicate notices**" for the Logan County real estate tax notices and also for the insurance premiums.

J. The mailing address for the Seller is: P.O. Box 166, Atlanta, IL 61723-0166.

K. The mailing address for the Buyer is: 100 Race Street - Box 568, Atlanta, IL 61723-0568.

L. The Seller's interest in the real estate and in this installment contract is "transferable on death" (TOD) to Christine S. Thomas or her designee(s).

M. The Buyer affirms that authority has been given to Randy L. Brooks pursuant to special meeting on December 18, 2014 to purchase this property according to the terms set forth herein.

## AGREEMENT

In consideration of the mutual covenants and agreements contained in this Agreement, the Buyer and the Seller agree as follows:

### 1. Sale of Assets

At the "Final" Closing, the Seller shall sell, convey, assign, and transfer to Buyer or to Buyer's Assign, and the Buyer shall purchase and acquire from the Seller, the property more commonly known as **114 S.W. Arch Street, Atlanta, IL 61723**, together with all appliances, furniture, fixtures, equipment, utensils, lighting, and related personal property for the sum of Two Hundred Thousand Dollars (\$200,000.00) on or before January 1, 2035.

### 2. Purchase Price - Balloon Payment.

The Purchase Price for this property is \$200,000.00. This purchase price includes all fixtures, furniture, furnishings, and personal property left on the premises as of the final closing together with such other personal property as may be agreed to by the Seller and the Buyer.

2.01 No Down Payment - Fixed Monthly Payments Beginning February 1, 2015. The parties have agreed that the Buyer pay the sum of **\$1,211.96** on the first of each month to and through the month in which the purchase price has been paid in full. Unless modified by the parties interest shall accrue at **4% simple interest**.

2.02 Security Deposit(s). The parties have agreed that no security deposit is necessary.

2.03 Payment of Balance. The balance of the purchase price shall be paid in full, on or before January 1, 2035 or the closing of the escrow, whichever comes first, such date being the anticipated "**Final Closing**" for purposes of ownership transfer and payments of all obligations due. There is no prepayment penalty or premium associated with this Agreement.

2.04 Default. This contract shall terminate after a default in the payment of any installment of principal or of interest for **sixty (60) days**; or after default in the payment of any tax, water rate or assessment, insurance, or real estate tax obligation for 60 days; or after default either in assigning and delivering the policies insuring the Commercial Building against loss by fire or any other casualty.



2.05 Proration of Taxes - Buyer to Apply for Exemption - Buyer to Request Duplicate Tax Notices Be Sent. Real estate taxes for 2014 shall be paid by the Seller. Buyer is responsible for applying for any real estate tax adjustments.

2.06 Transfer Related Documents. A Warranty Deed shall be executed by Seller and all necessary parties conveying said premises and delivered to the Logan County Title as Escrowee, together with an executed copy of this Agreement and a Quit Claim Deed from the Buyer to the Sellers for use in reestablishing title should the Buyer default. This Warranty Deed is to be held by Escrowee and delivered to Buyer upon full compliance with the provisions of this Agreement. Upon request, the Seller shall provide a Bill of Sale to the Buyer for the personal property, if any, which is subject to purchase.

2.07 Maintenance and Insurance. Seller agrees to keep the property and improvements on said premises in good repair and to keep said the property and improvements insured with a reputable insurance company licensed or admitted to do business in the State of Illinois having such comprehensive terms and conditions and financial security as may be acceptable to and approved by the Seller. Buyer's interest as an "**additional insured**" and also as a "**loss payee**" shall be noted in any insurance contract other than workers' compensation and employer's liability.

The Seller agrees to provide the Buyer with a certified copy of the insurance binder (countersigned by the insurer) or Evidence of Insurance for each of the insurance policies the Buyer are required to carry in complying with the terms of this Installment Sale Agreement not less than ten (10) days prior to the initial date of possession and upon renewals not less than ten (10) days prior to the expiration of any such policy.

2.08 No Assignment of Contract. Buyer does not have the right to alter, to sell, to convey, to assign, to mortgage, nor otherwise to transfer Buyer's interest in 114 S.W. Arch Street, Atlanta, IL 61723 without first receiving the written consent and approval of the Seller or the Seller's spouse.

### 3. Method of Payment

3.01 Down-Payment. No down-payment is required for this installment contract. Buyer shall not assume any liabilities of the Seller.

3.02 Escrow. The **LOGAN COUNTY TITLE COMPANY** shall be the **ESCROW AGENT** [Escrowee] under this Agreement with the Escrowee's cost divided between Sellers and Buyers. It shall be the duties

of the Escrowee to hold in reasonable safekeeping all documents deposited with it by the parties to this Agreement. The Escrowee shall not be required to serve notice of any nature, nor to enforce collection of payments or performance of any covenants or agreements. Escrowee is under no obligation to, but may, accept payments tendered to it by the Buyer. Upon receipt of proof of default or breach or a letter from the Seller's attorney asserting a default, the Escrowee shall be and is hereby authorized to surrender all escrowed instruments to the Seller, the Seller's attorney, or to the Seller's personal representative. At the time of final settlement by Buyer the Escrowee shall have the right to deduct from the balance due from Buyer to Sellers and to allow as a credit to Buyers, the following:

a. The balance due under any mortgage, judgment or other lien which Seller has caused to encumber the premises, which Buyer shall thereupon satisfy and discharge of record;

b. The cost of the first \$350.00 of documentary revenue stamps attributable to the sale of the premises, the Buyer being responsible for the balance;

c. The cost of recording of any instruments or documents necessary to remove any lien of record caused by Seller;

d. The cost of title insurance which Seller has agreed to furnish under the provisions of this Agreement.

e. The Sellers agrees to pay for the Escrowee's service with an amount equal to one-half of the amount paid added to the final payment.

The Escrow Agent shall not be liable to the other parties hereto or to anyone else for any action taken or omitted by it, or any action suffered by it to be taken or omitted, in good faith and in the exercise of reasonable judgment.

In the event that for any reason there is any dispute or uncertainty concerning any action to be taken hereunder, the Escrow Agent shall have the right to take no action until it shall have received appropriate instructions and a "hold harmless" from the Seller.

#### **4. Initial Closing**

The "Initial" or "Preliminary" Closing shall take place at the location of the Seller's choosing, alternatively at the Logan County Title in Lincoln, Illinois **on or before December 31, 2014** or at such other time, date, and place as shall be agreed to by the parties. The purpose of the Initial Closing is to receive any agreed upon down-payment, any payments which have been required but not then paid, and to prepare the paperwork needed for establishing the Escrow File with the Logan County Title. **The parties anticipate that the "Final Closing" will occur on or before January 1, 2035.**

#### **5. Representations and Warranties of Seller**

The Seller represents and warrants to Buyer that:

5.01 Seller's Capacity to Sell. WILLIAM M. THOMAS as President of Saint Thomas Didymus Corporation, Member of Teleologic Learning, L.L.C., is authorized to enter into this Agreement.

5.02 Authorization of Agreement. The execution and delivery of this Agreement and consummation of the transaction contemplated by this Agreement is authorized, directed, and empowered for/by WILLIAM M. THOMAS as described in 5.01.

The values, terms, and conditions used are the terms, values, and conditions set forth by the Seller and shall be binding upon the Seller's heirs, family, and descendants without objection or challenge.

5.03 Creditors. Seller knows of no creditors other than Heartland Bank and Trust Company which may have an interest in the sale of the real estate and improvements.

5.04 Payment of Taxes. Seller has filed all federal, state, and local tax returns required to be filed and have made timely payment of all taxes shown by those returns to be due and payable.

5.05 Title to Assets. Seller has good and marketable title to all assets listed or described in Paragraph 1 and which are to be sold or delivered to the Buyer pursuant to this Installment Agreement, free and clear of all mortgages, liens, pledges, charges, or encumbrances of any nature whatsoever at the time when payment in full is made.

5.06 Real Estate and Improvements Purchased in "As Is" Condition. Buyer acknowledges that the premises are not new. Seller has not received any citation to the effect that these assets do not comply with all applicable governmental laws or regulations. Seller makes no warranty expressed or implied with respect to the property being purchased by the Buyer.

5.07 Litigation and Claims. There are no (a) legal, administrative, arbitration, or other proceedings pending against the Seller, and (b) to the best of the Seller's knowledge, there are no (i) governmental investigations or (ii) proposed or threatened claims by any party not fully covered by insurance other than as set forth in 5.06.

5.08 No Assessments or Costs. Seller warrants that there are no assessments or costs including upgrading of the street, curb, and gutter by any municipal authority.

6. Title Insurance Commitment.

The Sellers covenants and agrees to furnish Buyer evidence of merchantable title through a policy of title insurance from **LOGAN COUNTY TITLE** that the Seller has merchantable title to said premises according to the rules and standards of the Bar of Logan County. The Sellers shall provide this evidence to the Buyer [18] within thirty days following the signing of this Agreement OR [ ] within ten (10) days prior to the Final Closing and payment of the purchase price in full. **[NOTE: It is the responsibility of the Sellers to provide this evidence only once during the life of this Agreement.]**

7. Representations and Warranties of the Buyer

Buyer represents and warrants to the Seller that:

7.01 No Adverse Conditions. No legal action, whether civil, criminal, or administrative is pending or threatened against Buyer that would adversely affect its ability to consummate the transaction contemplated by this Agreement.

7.02 Adequate Financial Resources. The Buyer warrants and represents that it has or should have adequate abilities and financial resources to make the balloon payment contemplated by this Installment Agreement.

7.03 No Other Persons or Entities Involved. The Buyer warrants and represents that **THE ATLANTA PUBLIC LIBRARY DISTRICT** is the only party involved as the Buyer and that no "nominee status" is involved with this purchase of property.

8. Performance by Buyer After The Initial Closing

Following the "Initial Closing", Buyer agrees as follows:

Indemnification of Seller. Buyer shall, from and after the Initial Closing, indemnify and save Seller harmless from and against any and all costs, liability, or expense, including reasonable attorneys' fees, arising out of (a) any breach of warranty, covenant, agreement, or representation made by Buyer in this Agreement; (b) any nonfulfillment of any agreement of the Buyer under this Agreement or any misrepresentation in or omission from this Agreement or from any certificates or other instrument furnished or to be furnished to the Seller; and (c) all actions, suits, proceedings, demands, assessments, judgments, costs, and expenses incident to any of the foregoing.

9. Performance by Seller After The Initial Closing.

Following the "Initial Closing", Seller agrees as follows:

Indemnification of Buyer. Seller from and after the Initial Closing, shall indemnify and save Buyer harmless from and against any and all costs, liability, or expense, including reasonable attorneys' fees, arising out of (a) any breach of warranty, covenant, agreement, or representation made by Sellers in this Agreement; (b) any nonfulfillment of any agreement of Sellers under this Agreement or any misrepresentation in or omission from this Agreement or from any certificates or other instrument furnished or to be furnished to the Buyer; and (c) all actions, suits, proceedings, demands, assessments, judgments, costs, and expenses incident to any of the foregoing.

10. Designated Attorney-in-Fact/Agent.

10.01 Buyer's Representative - Attorney-in-Fact/Agent. Buyer agrees to execute and deliver such additional instruments and documents and take such additional actions as may reasonably be required by the Sellers at any time and from time to time in order to effectuate the provisions and purposes of this Agreement.

10.02 Seller's Representative. The Sellers hereby irrevocably constitute and appoint each other, alternatively **CHRISTINE S. THOMAS** or her designee in whole or in part, alternatively **PAUL A. MEINTS** or his designee in whole or in part as its true and lawful attorney-in-fact coupled with the full and unrestricted "power of sale" to act for and in the name, place, and stead of the Seller while this agreement or any provision thereof is in effect, being able to serve with regard to any rules concerning self-dealing or conflicts of interest. Seller agrees to execute and deliver such additional instruments and documents and take such additional actions as may reasonably be required by the Buyer at any time and from time to time in order to effectuate the provisions and purposes of this Agreement.

11. Miscellaneous

11.01 Applicable Law. This Agreement shall be construed in accordance with the laws of the State of Illinois, Logan County having jurisdiction over all matters herein.

11.02 Notices. Any notices or other communications required or permitted under this Agreement shall be sufficiently given if sent by mail or delivered to the applicable party.

11.03 Buyer's Attorney. The Buyer has been informed that

Buyer has the right to obtain independent counsel to represent its interest herein.

11.04 Seller's Attorney. PAUL A. MEINTS, 2 Kenyon Court, Bloomington, Illinois 61701-3320, and whose telephone numbers are 309-TAX-1040 and 217-648-2277 is the attorney for the Seller. The fax for the Seller's Attorney is 309-827-0068 and his e-mail address is: [meintstaxlaw@frontier.com](mailto:meintstaxlaw@frontier.com).

11.05 Binding Agreement. This Agreement shall be binding upon and shall inure to the benefit of the parties to this Agreement and their respective heirs, executors, successors, and assigns. Each of the parties has the full power, authority, and legal right to execute this Agreement and to keep and observe all of the terms, covenants, and provisions of this Agreement.

11.06 Entire Agreement; Amendments. This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter of this Agreement. The parties acknowledge that there are no oral or other agreements, restrictions, agreements, promises, warranties, covenants, or undertakings other than those expressly set forth herein or therein. This Agreement supersedes all prior agreements and understandings between the parties with respect to the subject matter and may be amended only by a written instrument duly executed by all of the parties or their successors or assigns.

11.07 No Waiver. No waiver of any breach or default hereunder shall be considered valid unless in writing and signed by the party giving such waiver, and no such waiver shall be deemed a waiver of any subsequent breach or default of the same or a similar nature. No notice to or demand on any party to this Agreement in any case shall, of itself, entitle such party to any other or further notice or demand in similar or other circumstances. Time is of the essence hereof.

11.08 Headings. The section and paragraph headings contained herein are for the convenience of the parties only and are not intended to define or limit the contents of their sections and paragraphs.

11.09 Severability. If any term, condition, or provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement, other than such term, condition, or provision, shall not be affected thereby and shall remain in full force and effect and shall be valid and enforceable to the fullest extent permitted by law.

11.10 Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original but all of which counterparts collectively shall constitute one and the same instrument representing the Agreement among the

parties.

11.11 Expenses. Each party to this Agreement shall bear all costs, charges, and expenses incurred by the party in connection with this Agreement and the consummation of the transaction contemplated by this Agreement, including, but not limited to, the fees of their respective counsel.

In Witness Whereof, the Seller has signed this Agreement on December 18, 2014, and the Buyer has signed this Agreement on December 18, 2014.

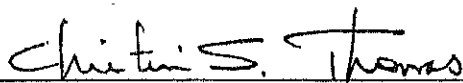
BUYER:

SELLERS:

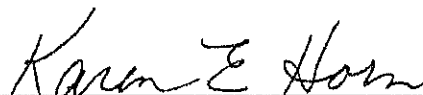
ATLANTA PUBLIC LIBRARY DISTRICT

  
WILLIAM M. THOMAS, CEO/MGR.

By:   
RANDY L. BROOKS, Chairman

  
CHRISTINE S. THOMAS,  
CONSENTING

  
STEVE DRYER, Vice-Chairman

  
KAREN E. HORN, Secretary

The LOGAN COUNTY TITLE, Escrow Agent

By: \_\_\_\_\_  
Jennifer A. Awe, ITP  
Dated: December \_\_, 2014

R E C E I P T

Received by LOGAN COUNTY TITLE:

1. Signed INSTALLMENT CONTRACT PURCHASE OF 114 S.W. Arch Street Agreement - Deed in Escrow
2. Signed Real Estate Transfer Declaration (PTAX-203)
3. Warranty Deed from Seller to Buyer to be released upon pay-

- ment in full
4. Quit Claim Deed From Buyer to Seller to be filed upon Buyer's default or agreed upon cancellation
  5. No Termite Inspection Report is required by the Parties.
  6. \$100.00 as initial payment to The LOGAN COUNTY TITLE for anticipated services. Any additional services shall be billed at then prevailing rates.
  7. Notice of Purchasers' Interest under Agreement for Warranty Deed to be filed immediately
  8. "Initial" Settlement Statement dated December 18, 2014
  9. Seller's Special Minutes and Resolution authorizing the sale of this property.
  10. Buyer's Special Minutes and Resolution authorizing the purchase of this property for expansion purposes and that a "plan" exists which is referenced by 75 ILCS 16/40-5.
  11. Comprehensive Fire and Casualty Insurance Policy # \_\_\_\_\_ as issued by \_\_\_\_\_.
  12. \_\_\_\_\_
  13. \_\_\_\_\_
  14. \_\_\_\_\_

Dated: December \_\_, 2014.

\_\_\_\_\_  
Escrow Agent

Exhibit "A"

"Preliminary" Legal Description  
For Interest in 114 S.W. Arch Street  
Passing To  
THE ATLANTA PUBLIC LIBRARY DISTRICT

Fifty feet (50') by One Hundred Twenty Feet (120') off the Southwest Side of Lot Four (4) in Block Forty-three (43) in the Original Town of Atlanta, formerly Xenia, now a part of the City of Atlanta, Logan County, Illinois, TOGETHER WITH, all rights and interests of the First Party IF ANY, in and to any and all streets, roads, alleys, easements and rights-of-way, strips and/or gores adjoining or abutting said premises.

PIN: 54-05-343-009-00





13





and interests of the Sellers IF ANY, in and to any and all streets, roads, alleys, easements and rights-of-way, strips and/or gores adjoining or abutting said premises.

PIN: 54-05-343-009-00

BENEFITS AND BURDENS OF REAL ESTATE OWNERSHIP. The Atlanta Public Library District hereby obtains the "benefits and burdens" of commercial real estate ownership, having (1) the right of possession, (2) the right to obtain legal title upon full payment of the purchase price, (3) the right to remodel, refurbish, convert, and construct, (4) the right to expand to and from adjacent real estate, (5) the risk of loss, (6) the responsibility to insure the property, and (7) the duty to maintain, protect, and preserve the property until the Seller has been paid in full.

ESCROWED: Logan County Title, Lincoln, IL.

TERMS: The contract is further dependent upon circumstances and conditions bargained for and contained in said contract, monthly payments beginning February 1, 2015 and due in full on or before January 1, 2035. Upon full payment of the purchase price and performance of the terms of said Contract, the Escrow Agent shall deliver the Warranty Deed and other instruments of conveyance of title to Buyer. In the event the Buyer is in default according to the terms and conditions of the Contract, the escrow agent shall promptly deliver instruments of conveyance of title and interest(s) to the Seller or the Seller's designee, Buyer releasing and Quit-Claiming any interest it may have had.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed on December 18, 2014.

  
WILLIAM M. THOMAS, CEO/MGR.

ATLANTA PUBLIC LIBRARY DISTRICT

  
CHRISTINE S. THOMAS, Consenting

By:   
RANDY L. BROOKS, Chairman

  
STEVE DRYER, Vice-Chairman

  
KAREN E. HORN, Secretary

STATE OF ILLINOIS )  
COUNTY OF LOGAN )

Subscribed and sworn to before me on December 18, 2014 by  
WILLIAM M. THOMAS as, by, and for the Seller.

*Karen A. Sherman*  
Notary Public

OFFICIAL SEAL  
KAREN A. SHERMAN  
Notary Public - State of Illinois  
My Commission Expires 12/06/2018

STATE OF ILLINOIS )  
COUNTY OF LOGAN )

Subscribed and sworn to before me on December 18, 2014 by RANDY  
L. BROOKS, Chairman of the Atlanta Public Library District as  
the Buyer.

*Karen A. Sherman*  
Notary Public

OFFICIAL SEAL  
KAREN A. SHERMAN  
Notary Public - State of Illinois  
My Commission Expires 12/06/2018

INSTRUMENT PREPARED BY

Paul A. Meints, Esq., CLU, ChFC  
2 Kenyon Court

Bloomington, Illinois 61701-3320

Telephone: 309-829-1040

Fax: 309-827-0068

E-mail: meintstaxlaw@frontier.com

Member of: McLean County, Logan County, Illinois, Indiana, and  
American Bar Associations since 1974. Licensed to Practice be-  
fore the Indiana, Illinois, and United States Supreme Court,  
Federal District Court, and the United States Tax Court since  
1974. Also located at 108 S.W. Arch Street - P.O. Box 310, At-  
lanta, Illinois 61723-0310; Telephone 217-648-2277. Selected by  
peers in 1996 to be among the first twenty-five lawyers in Illi-  
nois to be designated as a "Leading Illinois Attorney" in (1)  
Trusts and Estate Planning, (2) Agricultural Law, (3) Agricul-  
tural and Natural Resources (Real Estate), and (4) Individual  
Income Tax. Chairperson of the Agricultural Law Section Council  
of the Illinois State Bar Association for 2000-2001.

For Land, Minerals, and  
Existing Improvements;  
Excluded from Chapter 765  
Plat Act Requirements.

Return Deed To:

and

THE ATLANTA PUBLIC LIBRARY DISTRICT  
100 Race Street - Box 566  
Atlanta, IL 61723-0566

PIN: 54-05-343-009-00

W I T N E S S E T H :

"Fee Simple Ownership": "Sole Ownership" by the Second Party

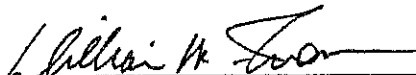
The First Party, in consideration of Two Hundred Thousand Dollars [\$200,000.00] lawful money of the United States and other good and valuable consideration paid by the Second Party, WARRANTS, GRANTS, TRANSFERS, ASSIGNS, and CONVEYS unto the Second Party, the Second Party's successors and assigns forever, TO HAVE AND TO HOLD the premises granted herein unto the Second

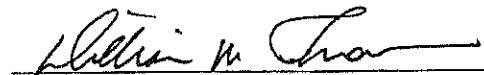
Party, IN FEE SIMPLE ABSOLUTE OWNERSHIP and First Party does forever warrant the title to the real estate situated in the County of Logan, State of Illinois, more particularly described in APPENDIX "A", attached hereto and incorporated by reference.

The First Party agrees to pay real estate taxes through December 31, 2014 in a timely manner. The Second Party assumes and agrees to pay the real estate taxes, if any, subsequent to December 31, 2014 in a timely manner and takes title subject to such taxes and zoning ordinances, access obligations, easements, restrictions, and conditions of record and such other matters as would be revealed through a new and complete survey of the property.

This Warranty Deed has been held in escrow by The Logan County Title, Lincoln, Illinois, pending the successful completion of terms and agreements between First Party and Second Party.

Witness the following signatures and seals.

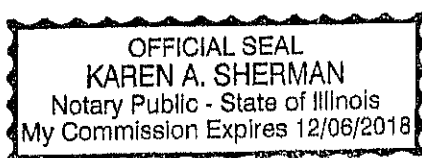
  
WILLIAM M. THOMAS, CEO/MGR.

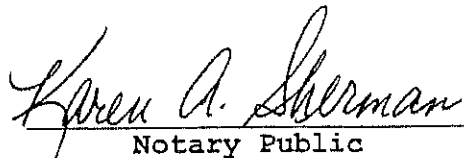
  
WILLIAM M. THOMAS,  
Individually

STATE OF ILLINOIS                    )  
  )   SS  
COUNTY OF LOGAN                    )

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby certify that WILLIAM M. THOMAS as President of Saint Thomas Didymus Corporation, Member of Teleologic Learning, L.L.C., signing in his capacity, personally known to be the same person whose name is subscribed to the foregoing Warranty Deed, appeared before me this day in person and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act, for the uses and purposes therein set forth. This property is Not Homestead Property for the First Party.

Given under my hand and seal on December 18, 2014.



  
Notary Public



APPENDIX "A"

Legal Description for Interest in Real Estate

Passing To

The Atlanta Public Library District

114 S.W. Arch Street, Atlanta, Illinois:

Fifty feet (50') by One Hundred Twenty Feet (120') off the Southwest Side of Lot Four (4) in Block Forty-three (43) in the Original Town of Atlanta, formerly Xenia, now a part of the City of Atlanta, Logan County, Illinois, TOGETHER WITH, all rights and interests of the Seller IF ANY, in and to any and all streets, roads, alleys, easements and rights-of-way, strips and/or gores adjoining or abutting said premises.  
PIN: 54-05-343-009-00

Warranty Deed Prepared By:

Paul A. Meints, Esq., CLU, ChFC

2 Kenyon Court

Bloomington, Illinois 61701-3320

Telephone: 309-829-1040

Fax: 309-827-0068

E-mail: meintstaxlaw@frontier.com

Member of: McLean County, Logan County, Illinois, Indiana, and American Bar Associations since 1974. Licensed to Practice before the Indiana, Illinois, and United States Supreme Court, Federal District Court, and the United States Tax Court since 1974. Also located at 108 S.W. Arch - Box 310, Atlanta, Illinois 61723-0310; Telephone: 217-648-2277. Selected by peers in 1996 to be among the first twenty-five (25) lawyers in Illinois to be designated as a "Leading Illinois Attorney" in (1) Trusts and Estate Planning, (2) Agricultural Law, (3) Agricultural and Natural Resources (Real Estate), and (4) Individual Income Tax. Chairperson of the Agricultural Law Section Council of the Illinois State Bar Association for 2000-2001.





Karen A. Sherman  
Notary Public

OFFICIAL SEAL  
KAREN A. SHERMAN  
Notary Public - State of Illinois  
My Commission Expires 12/06/2018

STATE OF ILLINOIS  
DEPARTMENT OF REVENUE  
STATEMENT OF EXEMPTION UNDER REAL ESTATE TRANSFER TAX ACT

This transfer is exempt from the payment of transfer tax by reason of Paragraphs 4(e) [consideration less than \$100.00] and 4(1) [Deed issued pursuant to a transfer in lieu of foreclosure/default in installment contract purchase] of the Real Estate Transfer Tax Act, 35 ILCS 200/31-45.

Dated: \_\_\_\_\_

By: \_\_\_\_\_

APPENDIX "A"

Legal Description for Interest in Real Estate  
Of  
The Atlanta Public Library District  
114 S.W. Arch Street, Atlanta, Illinois:

Fifty feet (50') by One Hundred Twenty Feet (120') off the Southwest Side of Lot Four (4) in Block Forty-three (43) in the Original Town of Atlanta, formerly Xenia, now a part of the City of Atlanta, Logan County, Illinois, TOGETHER WITH, all rights and interests of the Sellers IF ANY, in and to any and all streets, roads, alleys, easements and rights-of-way, strips and/or gores adjoining or abutting said premises.  
PIN: 54-05-343-009-00

Quit-Claim Deed Prepared By:  
Paul A. Meints, Esq., CLU, ChFC  
2 Kenyon Court  
Bloomington, Illinois 61701-3320

THE ATLANTA PUBLIC LIBRARY DISTRICT  
Attn: Randy L. Brooks  
P.O. Box 568  
Atlanta, IL 61723

William M. Thomas  
P.O. Box 166  
Atlanta, IL 61723

Logan County Title Company  
Attn: Jennifer A. Awe  
507 Pulaski Street  
Lincoln, IL 62656

Paul A. Meints, Esq., CLU, ChFC  
2 Kenyon Court  
Bloomington, IL 61701-3320

**Atlanta Public Library  
Live & Learn Grant Application  
Proof of Local Cost Share**

**Funding Sources** – The following funding sources are available to underwrite the Union Hall Building Project:

- Atlanta Public Library Certificates of Deposit – The Atlanta Public Library has \$17,712.46 in Certificates of Deposit at the Atlanta National Bank that can be used to help underwrite the Union Hall Building project.

**Local Financial Resources** – The following local financial resources are available to help underwrite the Union Hall Building project.

- Support from The Atlanta National Bank - The attached Letter of Commitment outlines the willingness of the Atlanta National Bank to loan up to \$32,000 to the Atlanta Public Library in order to help underwrite the Union Hall Building project.

**Current Revenues**

- Annual tax revenue from The Atlanta Public Library District – The tax revenue for the 2015/2016 fiscal year will be \$136,000.

**Fund Balances** – Following are current 12/31/14 fund balances for the Atlanta Public Library:

- General Checking Account - \$36,032.77
- Certificates of Deposit - \$17,712.46

**Unused Bonding Capacity** - The Atlanta Public Library has 100% bonding capacity, as it has no bonds currently issued.

# *The Atlanta National Bank*

## *"Your Community Bank"*

January 8, 2015

Illinois State Library  
Live and Learn Construction Grant Program

Springfield, IL 62756

RE: The Atlanta Public Library and Museum Letter of Commitment

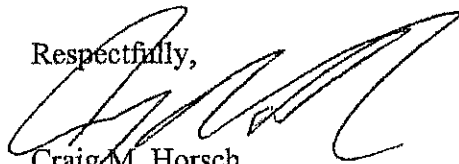
To Whom It May Concern:

The Atlanta National Bank has committed to lend the Atlanta Public Library and Museum and amount not to exceed Thirty Two Thousand and 00/100 Dollars (\$32,000.00) for purposes of Remodeling the Union Hall Building located at 114 SW Arch Street, Atlanta, IL 61723 subject to the following underwriting conditions:

1. Direction from the Atlanta Public Library and Museum board, in the form of a Resolution, authorizing specific individuals to sign on behalf of the Atlanta Public Library and Museum,;
2. A copy of said minutes of the Atlanta Public Library and Museum Board attesting to the Resolution noted in Item #1 above;
3. The bank is provided with a copy of a title commitment & final title policy indicating title to the property is in the name of Atlanta Public Library and Museum, and The Atlanta National Bank as the Lender and mortgage holder;
4. A copy of all projected renovation plans for the building, and a time frame for the completion of the renovations;
5. Subject to an as completed Appraisal on the property indicating a market value exceeding \$64,000.00
6. The Atlanta Public Library and Museum providing The Atlanta National Bank with appropriate Insurance coverage and naming The Atlanta National Bank as Mortgagee; and
7. Any other underwriting conditions that may arise during the course of this project.

If you should have any questions concerning this Letter of Commitment, please contact me at (217) 648-2315.

Respectfully,



Craig M. Horsch  
CEO, EVP & Cashier

105 S.W. Church  
P.O. Box 459  
Atlanta, IL., 61723  
Phone: (217) 648-2315  
Fax: (217) 648-2225

McLean Banking Center  
100 S. Franklin  
P.O. Box 324  
McLean, IL 61754  
Phone: (309) 874-2313  
Fax: (309) 874-2702