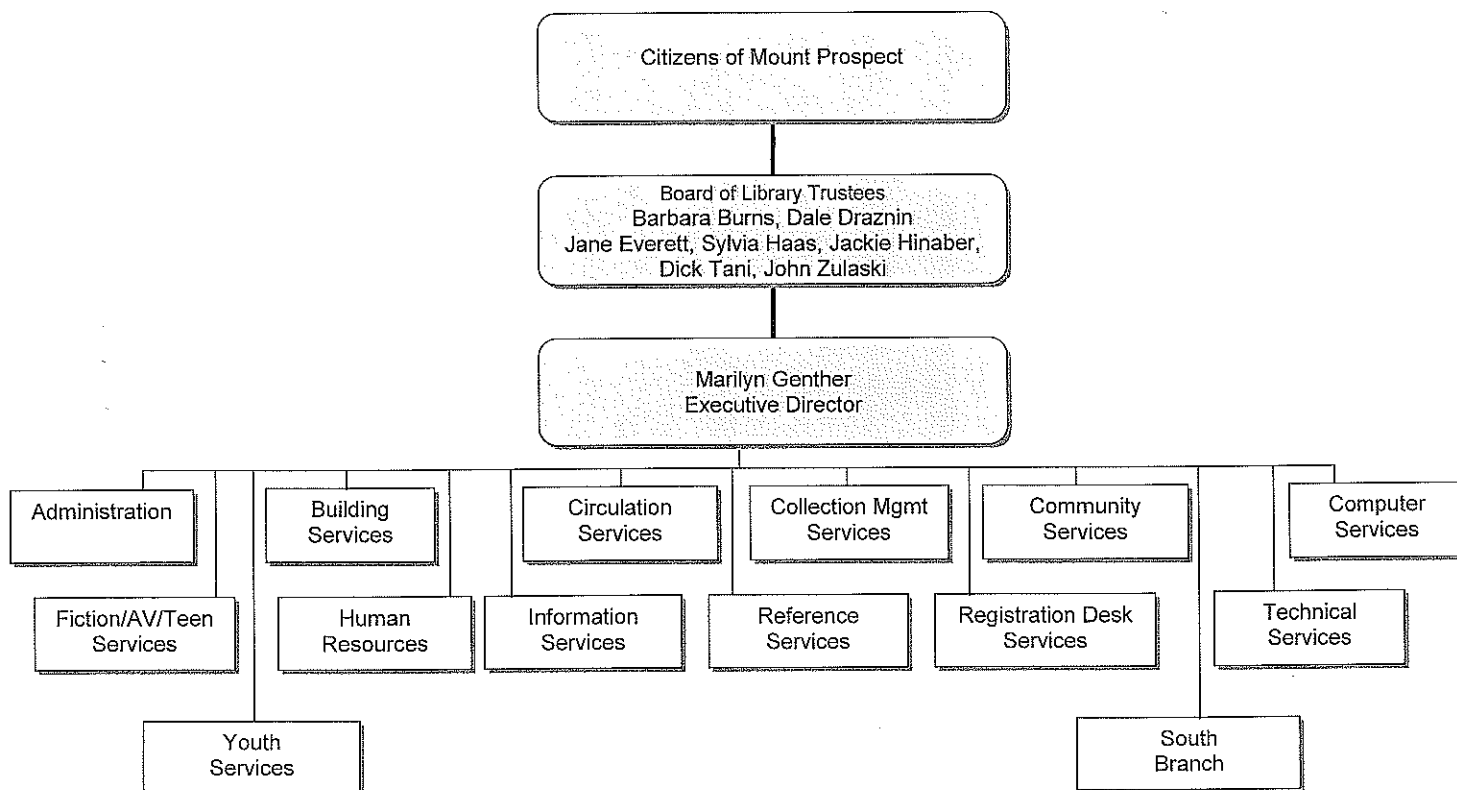


Mount Prospect Public Library

Organizational Chart



Mount Prospect Public Library – Freedom of Information

Any person requesting records of the Mount Prospect Public Library may make such a written request either by mail, personal delivery, fax, email or other means to the attention of Marilyn Genther, Executive Director. Requests will be directed to Cathy Deane, Deputy Director for Public Service if Executive Director is unavailable.

Address: Mount Prospect Public Library, 10 S. Emerson Street, Mount Prospect, Illinois 60056
Email: mgenther@mppl.org
FAX: 847-253-5977

Fees:

The first 50 pages of black and white letter or legal sized copies – no charge.

Additional pages \$.15 per page.

Color pages will be charged for actual cost of reproduction.

Certification fee is \$1.00.

If electronic format is requested, fee will be charged for only cost of the medium e.g. disc, diskette, etc.

"Request for Production of Records" Form may be used but is not required. May obtain from Administration.

FOIA OFFICE – one of the responsibilities of Executive Director, Administration Department.

Purpose: To receive FOIA requests and to send responses in compliance with FOIA.

FOIA Officer – Marilyn Genther, Executive Director

Budget: No specific budget assigned.

Number of employees: Not exclusive responsibility of any single employee. Requests will be processed by Executive Director with assistance by designated management staff and administrative assistants as appropriate and needed.

12/2009 Admin. Modifications; effective 01/01/2010