

## **Hanover Township Park District Freedom of Information Act (FOIA) Policy**

The Hanover Township Park District complies with the Illinois Freedom of Information Act (FOIA) which is designed to ensure that the public has access to information about their government and its decision-making process.

All requests for information must be submitted in writing (requests via email accepted). Send to

Hanover Township Park District  
ATTN: FOIA Officer  
500 Fillmore Street  
P.O Box 86  
Hanover, Illinois 61041

Email: [htpd@jcwifi.com](mailto:htpd@jcwifi.com)

The request should state

- the specific items being requested and their dates;
- whether or not the request is being made for a commercial purpose.

Once the request is received by the FOIA Officer, the Officer will work to provide a response within the time required under the Act.

The FOIA and Open Meetings Act (OMA) Officer is Shari Farral, Board Commissioner. FOIA Officer email address on file with Illinois Office of the Comptroller, Local Government Division: [sfarral113@gmail.com](mailto:sfarral113@gmail.com)

The Park District does not have any employees. Except for the hiring of contractors for needed building repairs and ground upkeep, commissioners and community residents volunteer their time to maintain the operation of the Hanover Park District.

The Hanover Township Park District's Mission Statement:

*In partnership with community organizations and the school district and with dedicated people as its foundation, the Hanover Township Park District is committed to providing the building and grounds for the community's recreational, leisure, educational, physical fitness, an organization activities in the most economical means possible.*

Approved: December 14, 2017