

**HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT
 DUPAGE COUNTY, ILLINOIS
 ORDINANCE NO. 2025-2026-005
 BUDGET AND APPROPRIATION ORDINANCE**

FISCAL YEAR JULY 1, 2025 TO JUNE 30, 2026

This ordinance constitutes the Budget and Appropriation of the Helen M. Plum Memorial Public Library District, DuPage County, Illinois, for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Be it ordained by the Board of Library Trustees of the Helen M. Plum Memorial Public Library District as follows:

SECTION 1. The following amounts are budgeted and appropriated for the fiscal year beginning July 1, 2025 and ending June 30, 2026:

GENERAL FUND

		Appropriation
A. Personnel Expenses		
1	Salaries	\$ 3,820,000
2	Employer's Cost, Health and Life	\$ 520,000
3	FICA	\$ 295,000
4	IMRF	\$ 330,000
5	Training & Travel	\$ 77,000
6	Tuition Reimbursement	\$ 23,320
7	Employee Assistance Program	\$ 1,700
8	Payroll Processing	\$ 24,200
9	Personnel Miscellaneous	\$ 21,000
10	Unemployment Liability & Workers Comp Insurance	\$ 27,500
Subtotal		\$ 5,139,720
B. Collection Expenses		
1	Adult	\$ 544,500
2	Youth	\$ 192,500
3	Teen	\$ 36,740
4	Memorial	\$ 100,000
5	Collection Management	\$ 47,000
Subtotal		\$ 920,740

C. Operating Expenses		
1	Supplies	\$ 77,000
2	Postage	\$ 31,000
3	Telephone & Internet	\$ 34,000
4	Special Events	\$ 7,000
5	Printing	\$ 52,000
6	Public Relations	\$ 19,000
7	Programs - Adult	\$ 42,600
8	Programs - Youth	\$ 52,000
9	Programs - Teens	\$ 7,500
10	Dues	\$ 9,400
11	Copier	\$ 37,300
12	Equipment Rental and Maintenance	\$ 1,500
13	Technology Purchase and Maintenance	\$ 173,000
14	Library Management System Software & Services	\$ 145,000
15	IHLS/OCLC	\$ 39,500
16	Library Operations -- Miscellaneous	\$ 2,400
17	Bankcard Charges	\$ 6,000
18	Professional Services	\$ 83,500
Subtotal		\$ 819,700
D. Facility & Custodial Expenses		
1	Building Maintenance	\$ 275,700
2	Grounds Maintenance	\$ 76,500
3	Security	\$ 4,600
4	Maintenance Materials	\$ 54,500
5	Utilities	\$ 141,250
6	Repair and Maintenance	\$ 40,000
7	Building and Contents Insurance	\$ 71,000
8	Furniture/Equipment Purchases	\$ 70,500
Subtotal		\$ 734,050
E. Contingency		\$ 1,000,000
F. Board of Trustee Funds		\$ 200,000
G. Special Reserve Fund		\$ 2,000,000
H. Debt Service - Bonds¹		\$ 1,135,200
TOTAL APPROPRIATION		\$ 11,949,410

¹ General Obligation Bonds (Alternate Revenue Source - \$13,665,000) were issued in June 2021. In accordance with the Direction For Abatement of Taxes filed with the County clerk on June 2, 2021, the tax to be extended for the 2025 Levy Year should be \$1,135,200.

SECTION 2. There is hereby appropriated from real estate taxes to be levied for the fiscal year and from other sources the sum of \$11,949,410 for the purposes stated.

SECTION 3. As part of the annual budget, it is stated:

- a. The cash on hand at the beginning of the fiscal year is estimated to be \$17,656,718.²
- b. The estimated cash expected to be received during the fiscal year for all sources is \$8,346,854.³
- c. The estimated expenditures for the fiscal year are \$11,949,410.⁴
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$14,054,162.
- e. The estimated amount of real estate taxes to be received during the fiscal year is \$7,937,913.⁵
- f. The estimated amount of income to be received from sources other than library taxes during the fiscal year is \$408,941.⁶

SECTION 4. All unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Special Reserve Fund.

² This amount reflects all cash, including amounts maintained in restricted funds, e.g., Special Reserve Fund and Capital Project Fund.

³ Real estate tax revenue of \$7,937,913 plus other revenue of \$408,941.

⁴ Estimate of \$8,814,210 for operations plus \$2,000,000 for Capital Improvements and transfer to Special Reserve Fund as well as \$1,135,200 for Debt Service.

⁵ Real estate tax revenue of \$8,018,094 x 99%.

⁶ Includes Per Capita Grant, TIF funds, and other miscellaneous income.

FILED

SEP 17 2025

Jan Kaczmarek
DuPage County Clerk

PASSED by the Board of Trustees on September 16, 2025.

AYES: 6

NAYS: 0

ABSENT: 1

ABSTAINING: 0

Allison Pinkett-Floyd

Allison Pinkett-Floyd, President
The Board of Library Trustees
Helen M. Plum Memorial Public Library District

ATTEST:

Julie Kowalski-Schmidt

Julie Kowalski-Schmidt, Secretary
The Board of Library Trustees
Helen M. Plum Memorial Public Library District

(SEAL)