

06/21/2022

BUDGET AND APPROPRIATION ORDINANCE (TENTATIVE)¹

ORDINANCE NO. 2022-2023-002

**HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT
DUPAGE COUNTY, ILLINOIS**

FISCAL YEAR JULY 1, 2022 to JUNE 30, 2023

This Ordinance constitutes the Budget and Appropriation Ordinance of the Helen M. Plum Memorial Public Library District, DuPage County, Illinois, for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

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, 2022 and ending June 30, 2023:

GENERAL FUND

Personnel

1.	Salaries	\$	3,600,000.00
2.	Employer's cost Health and Life Insurance		375,000.00
3.	FICA/Medicare, employer's share		280,000.00
4.	IMRF Retirement, employer's share		325,000.00
5.	Training and Travel		100,000.00
6.	Tuition Reimbursement		15,000.00
7.	Employee Assistance Program		2,000.00
8.	Payroll Processing		18,000.00
9.	Personnel – Miscellaneous		20,000.00
10.	Unemployment Liability & Workers Comp Insurance		30,000.00
	Subtotal	\$	<u>4,765,000.00</u>

¹ All figures contained in this Budget and Appropriation Ordinance are tentative and subject to change prior to final approval of the Board. Final approval of the Board is expected on August 16, 2022.

Collections

1.	Adult Collections	\$	400,000.00
2.	Youth Collections		150,000.00
3.	Teen Collections		15,000.00
4.	Memorials		100,000.00
5.	Collection Management		25,000.00
	Subtotal	\$	<u>690,000.00</u>

Operations

1.	Supplies	\$	100,000.00
2.	Postage		28,000.00
3.	Telephone and Internet		54,000.00
4.	Special Events		25,000.00
5.	Printing		55,000.00
6.	Public Relations		20,000.00
7.	Programs – Adult		22,000.00
8.	Programs – Youth		32,000.00
9.	Programs – Teens		8,000.00
10.	Dues		7,000.00
11.	Copier		30,000.00
12.	Equipment Rental and Maintenance		15,000.00
13.	Technology Purchase and Maintenance		225,000.00
14.	Library Management System Software & Services		135,000.00
15.	IHLS/OCLC		38,000.00
16.	Library Operations – Miscellaneous		10,000.00
17.	Bankcard Charges		5,000.00
18.	Professional Services		250,000.00
	Subtotal	\$	<u>1,059,000.00</u>

Facilities

1.	Building Maintenance	\$	400,000.00
2.	Grounds Maintenance		100,000.00
3.	Security		15,000.00
4.	Maintenance Materials		80,000.00
5.	Utilities		400,000.00
6.	Repair and Maintenance		200,000.00
7.	Building and Contents Insurance		40,000.00
8.	Furniture / Equipment Purchase		50,000.00
	Subtotal	\$	<u>1,285,000.00</u>

<u>Contingency</u>	\$ 500,000.00
--------------------	---------------

Capital Improvements

a. Special Reserve – Construction	\$ 2,000,000.00
b. Capital Improvement Fund	
Construction Cost	18,000,000.00
TOTAL CAPITAL IMPROVEMENT FUND	\$ 20,000,000.00

<u>Debt Service – Bonds</u>	\$ 1,134,700.00 ²
-----------------------------	------------------------------

TOTAL	\$ 29,433,700.00
-------	------------------

SECTION 2. There is hereby appropriated from real estate taxes to be levied for the fiscal year and from other sources the sum of \$29,433,700 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 \$23,429,042.³
- b. The estimated cash expected to be received during the fiscal year from all sources is \$8,017,068.⁴
- c. The estimated expenditures for the fiscal year are \$29,433,700.⁵
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$2,012,410.
- e. The estimated amount of real estate taxes to be received during the fiscal year is \$7,712,105.
- f. The estimated amount of income to be received from sources other than library taxes during the fiscal year is \$304,963.⁶

² General Obligation Bonds (Alternate Revenue Source)(\$13,665,000) were issued in June 2021. In accordance with a Direction For Abatement of Taxes filed with the County Clerk on June 2, 2021, the tax to be extended for the 2022 Levy Year should be \$1,134,700.

³ This amount reflects all cash, including amounts maintained in the Special Reserve and Capital Project Funds.

⁴ Real estate tax revenue of \$7,712,105 plus other revenue of \$304,963.

⁵ Estimate of \$8,299,000 million for operations plus \$20,000,000 for Capital Improvements and transfer to Special Reserve Fund as well as \$1,134,700 for debt service.

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

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.

PASSED by the Board of Library Trustees on June 21, 2022.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

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

ATTEST:

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

(SEAL)