

FILED

SEP 07 2023

Jean Kaczmarek
DuPage County Clerk

08/22/2023

BUDGET AND APPROPRIATION ORDINANCE

ORDINANCE NO. 2023-2024-002

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

FISCAL YEAR JULY 1, 2023 to JUNE 30, 2024

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, 2023 and ending June 30, 2024.

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, 2023 and ending June 30, 2024:

GENERAL FUND

Personnel

1.	Salaries	\$	3,600,000.00
2.	Employer's cost Health and Life Insurance		470,000.00
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		25,000.00
10.	Unemployment Liability & Workers Comp Insurance		30,000.00
	Subtotal	\$	<u>4,865,000.00</u>

Collections

1.	Adult Collections	\$	500,000.00
2.	Youth Collections		200,000.00
3.	Teen Collections		30,000.00
4.	Memorials		100,000.00
5.	Collection Management		60,000.00
	Subtotal	\$	<u>890,000.00</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		43,000.00
8.	Programs – Youth		43,000.00
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		6,000.00
18.	Professional Services		250,000.00
	Subtotal	\$	<u>1,092,000.00</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		500,000.00
	Subtotal	\$	<u>1,735,000.00</u>

Contingency \$ 500,000.00

Board of Trustees Fund \$ 200,000.00

<u>Special Reserve Fund</u>	\$ 2,000,000.00
<u>Capital Projects Fund</u>	\$ 8,000,000.00
<u>Debt Service – Bonds</u>	\$ 1,134,950.00 ¹
TOTAL	\$ 20,416,950.00

SECTION 2. There is hereby appropriated from real estate taxes to be levied for the fiscal year and from other sources the sum of \$20,416,950 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 \$15,595,597.²
- b. The estimated cash expected to be received during the fiscal year from all sources is \$8,853,614.³
- c. The estimated expenditures for the fiscal year are \$20,416,950.⁴
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$4,032,261.
- e. The estimated amount of real estate taxes to be received during the fiscal year is \$8,092,351.⁵
- f. The estimated amount of income to be received from sources other than library taxes during the fiscal year is \$761,263.⁶

¹ 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 2023 Levy Year should be \$1,134,950.

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 \$8,092,351 plus other revenue of \$761,263.

⁴ Estimate of \$9,282,000 million for operations plus \$10,000,000 for Capital Improvements and transfer to Special Reserve Fund as well as \$1,134,950 for debt service.

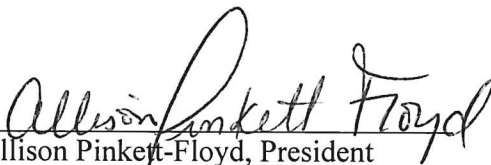
⁵ Equal to tax extension of \$8,174,092 x 99%

⁶ Includes Per Capita Grant and TIF funds, sale of Library real estate, and other miscellaneous income.

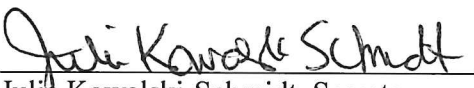
SECTION 4. All unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Special Reserve Fund.

PASSED by the Board of Library Trustees on August 22, 2023.

AYES: 7
NAYS: 0
ABSENT: 0
ABSTAINING: 0


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)