

ORDINANCE 22-03
ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS
OF THE NILES-MAINE DISTRICT LIBRARY, COOK COUNTY, ILLINOIS, FOR
THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023

WHEREAS, the Board of Trustees of the Niles-Maine District Library, Cook County, Illinois, caused to be prepared in tentative form a Budget, and the Secretary of the Board made the same conveniently available to public inspection for at least 30 days prior to final action thereon, and

WHEREAS, a public hearing was held as to such Budget on the 26 day of September, 2022, and notice of said hearing was given at least 30 days prior thereto as required by law, and all other legal requirements have been complied with;

BE IT ORDAINED by the Board of Trustees of the NILES-MAINE DISTRICT LIBRARY, County of Cook and State of Illinois.

SECTION 1: That the following sums of money, or as much thereof as may be authorized by law, be and the same are hereby budgeted and appropriated for general corporate purposes and to defray and for the payment of all expenses and liabilities of the Niles-Maine District Library for the fiscal year hereby adopted as beginning July 1, 2022 and ending June 30, 2023.

SECTION 2: That the items budgeted as appropriated and the objects and purposes of the same are as follows:

	APPROPRIA- TION	BUDGET
SALARIES		
EXECUTIVE DIRECTOR	\$ 244,000	\$ 122,000
ASSISTANT DIRECTOR	\$ 180,000	\$ 90,000
SUPERVISORS	\$ 1,184,000	\$ 592,000
ASSISTANT SUPERVISORS	\$ 616,000	\$ 308,000
LIBRARIAN	\$ 1,506,000	\$ 753,000
LIBRARY GRADE 5	\$ 1,482,000	\$ 741,000
LIBRARY GRADE 5.5 (ASSOCIATE 1)	\$ 192,000	\$ 96,000
LIBRARY GRADE 6 (INCLUDES ASSOCIATE 2)	\$ 334,000	\$ 167,000
LIBRARY GRADE 7 (ASSOCIATE 3)	\$ 52,000	\$ 26,000
TOTAL SALARIES	\$ 5,790,000	\$ 2,895,000
LIBRARY MATERIALS		
BOOKS	\$ 509,540	\$ 254,770
DOWNLOADABLES	\$ 220,120	\$ 110,060
PERIODICALS	\$ 39,280	\$ 19,640
AV	\$ 239,300	\$ 119,650
ONLINE DATABASES	\$ 400,000	\$ 200,000
TOTAL MATERIALS	\$ 1,408,240	\$ 704,120
LIBRARY OPERATING EXPENDITURES		
CCS CHARGES	\$ 180,000	\$ 90,000
PROCESSING & SUPPLIES	\$ 30,000	\$ 15,000
INTERNET CHARGES	\$ 19,080	\$ 9,540
SOFTWARE, LICENSES	\$ 271,364	\$ 135,682
PRINTING	\$ 61,870	\$ 30,935
LIBRARY SUPPLIES	\$ 3,000	\$ 1,500
PROGRAMMING & SUPPORT	\$ 164,800	\$ 82,400
PUBLIC PERFORMANCE RIGHTS	\$ 10,000	\$ 5,000
LOCAL RECORDS OFFSITE STORAGE	\$ 6,000	\$ 3,000
PER CAPITA GRANT EXPENDITURES	\$ 135,760	\$ 67,880

GRANT OTHER	\$	68,400	\$	34,200
VOLUNTEERS	\$	5,000	\$	2,500
TOTAL PROCESSING & SUPPLIES	\$	955,274	\$	477,637

ADMINISTRATION & GENERAL OFFICE

JANITORIAL SUPPLIES	\$	72,000	\$	36,000
COPIERS	\$	17,000	\$	8,500
PROFESSIONAL DEVELOPMENT	\$	22,118	\$	11,059
MILEAGE REIMBURSEMENT	\$	800	\$	400
PROFESSIONAL COLLECTION	\$	15,900	\$	7,950
LEGAL FEES	\$	400,000	\$	200,000
CONSULTANTS	\$	177,000	\$	88,500
ACCOUNTING SERVICES	\$	120,000	\$	60,000
KITCHEN SUPPLIES	\$	1,000	\$	500
PROMOTIONAL EXPENSE	\$	29,770	\$	14,885
OFFICE SUPPLIES	\$	31,800	\$	15,900
POSTAGE & FREIGHT	\$	38,562	\$	19,281
PUBLICATION OF NOTICES - LEGAL	\$	2,800	\$	1,400
SUBSCRIPTIONS & DUES	\$	10,000	\$	5,000
COVID SUPPLIES	\$	12,000	\$	6,000
TELEPHONE	\$	18,920	\$	9,460
TRUSTEE EXPENSE	\$	6,000	\$	3,000
PAYROLL SERVICE	\$	34,000	\$	17,000
BANK FEES	\$	5,000	\$	2,500
TOTAL ADMINISTRATION AND GENERAL OFFICE	\$	1,014,670	\$	507,335

GAS, OIL, GREASE	\$	1,000	\$	500
REPAIRS & MAINTENANCE	\$	2,000	\$	1,000
MISCELLANEOUS	\$	200	\$	100
AUTO INSURANCE	\$	4,508	\$	2,254
VEHICLE EXPENSE TOTAL	\$	7,708	\$	3,854

EMPLOYEE FRINGE BENEFITS

RETIREMENT PLAN	\$	395,782	\$	197,891
GROUP HEALTH	\$	1,076,000	\$	538,000
HEALTH REIMBURSEMENT ACCOUNT	\$	160,000	\$	80,000
DENTAL	\$	40,000	\$	20,000
VISION	\$	14,000	\$	7,000
FSA FEE	\$	200	\$	100
LIFE, LTD, AD&D, STD	\$	27,400	\$	13,700
TOTAL FRINGE BENEFITS	\$	1,713,382	\$	856,691

GAS	\$	24,300	\$	12,150
ELECTRIC	\$	183,600	\$	91,800
WATER	\$	19,440	\$	9,720
TOTAL UTILITIES	\$	227,340	\$	113,670

TOTAL OPERATING	\$	11,116,614	\$	5,558,307
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CAPITAL EXPENDITURES

SPECIAL RESERVE - BUILDING	\$ 892,000	\$ 446,000
SPECIAL RESERVE - EQUIPMENT	\$ 246,000	\$ 123,000
TOTAL CAPITAL EXPENDITURES	\$ 1,138,000	\$ 569,000

SPECIAL FUNDS

AUDIT EXPENSE	\$ 20,000	\$ 10,000
LIABILITY INSURANCE	\$ 78,838	\$ 39,419
SOCIAL SECURITY	\$ 533,052	\$ 266,526
WORKERS' COMPENSATION INSURANCE	\$ 40,774	\$ 20,387
ILLINOIS UNEMPLOYMENT TAXES	\$ 16,000	\$ 8,000
TOTAL SPECIAL FUND ITEMS	\$ 688,664	\$ 344,332

BUILDING & EQUIPMENT MAINTENANCE

REPAIRS & IMPROVEMENTS	\$ 102,700	\$ 51,350
CONTRACTUAL MAINTENANCE	\$ 124,000	\$ 62,000
NON-CONTRACTUAL MAINTENANCE	\$ 56,680	\$ 28,340
EQUIPMENT MAINTENANCE	\$ 36,000	\$ 18,000
NON CAPITAL EXPENSES	\$ 28,000	\$ 14,000
FURNITURE & FIXTURES	\$ 1,600	\$ 800
TOTAL BUILDING & EQUIPMENT MAINTENANCE	\$ 348,980	\$ 174,490

GRAND TOTAL

\$ 13,292,258	\$ 6,646,129
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SECTION 3: The several sums above mentioned and designed as appropriation, which is THIRTEEN MILLION TWO HUNDRED NINETY-TWO THOUSAND TWO HUNDRED FIFTY-EIGHT AND NO/100 DOLLARS (\$13,292,258) be and are hereby appropriated as appropriate fractional parts of the said amount is THIRTEEN MILLION TWO HUNDRED NINETY-TWO THOUSAND TWO HUNDRED FIFTY-AND NO/100 DOLLARS (\$13,292,258) from the proceeds of the general property tax for corporate purposes and special taxes in addition to all other library taxes as provided by law.

That all of the unexpended balance of any item or items of any general appropriation made in this Ordinance be expended in making up any insufficiency in any item in the same general appropriation and for the same general purpose of any like appropriation made by this Ordinance.

SECTION 4: The cash on hand deemed by law as current assets available for library purposes as of June 30, 2022, is estimated to be \$13,400,000; the estimate of cash to be received during the 2022-2023 fiscal year from all sources is \$5,604,425; the estimate of expenditures appropriated for such fiscal year is; \$13,292,258 and the estimated operating budget for such fiscal year is \$6,646,129. The estimated cash to be expected on hand deemed by law as current assets available for library purposes at the end of such year is \$12,358,296.

SECTION 5: That the invalidity of any portion of this Ordinance or any of the items hereof shall not render invalid any other portion or item thereof which can be given effect with such invalid portion or portions eliminated.

SECTION 6: That all ordinances or parts of ordinances conflicting with any of the provisions of this Ordinance be and the same are hereby repealed.

SECTION 7: That the Board of Trustees of the Niles-Maine District Library has established a special reserve fund to be accumulated from the unexpended balance from the proceeds received from the library taxes levied for the 1977 and subsequent years, said fund to be accumulated and set aside as a special reserve fund for the purpose in accordance with 75 ILCS 16/40-50 and that said Board of Trustees shall adopt a plan or plans pursuant to the provisions of 75 ILCS 16/40-5 of the Public Library District Act of 1991.

SECTION 8: That this Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

APPROVED this 26th day of September 2022, pursuant to a roll call vote as follows:

AYES: Carolyn Drblik, Suzanne Schoenfeldt, Joe Makula, Dianne Olson, Becky Keane

NAYS: Patti Rozanski

ABSTAIN: _____

ABSENT: _____

/s/Carolyn Drblik

Carolyn Drblik
President of the Board of Trustees of the
NILES-MAINE DISTRICT LIBRARY
ATTESTED and SIGNED in my office,
according to law, this 26th day of September
2022, at the said NILES-MAINE DISTRICT
LIBRARY

/s/Suzanne Schoenfeldt

Suzanne Schoenfeldt
Secretary, Board of Trustees
NILES-MAINE DISTRICT LIBRARY
ATTESTED and SIGNED in my office,
according to law, this 26th day of September
2022, at the said NILES-MAINE DISTRICT
LIBRARY