

**ORDINANCE 24-02**  
**TENTATIVE ORDINANCE PROVIDING FOR BUDGET AND**  
**APPROPRIATIONS OF THE NILES-MAINE DISTRICT LIBRARY, COOK**  
**COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2024**  
**AND ENDING JUNE 30, 2025**

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 will make the same conveniently available to public inspection for at least 30 days prior to final action thereon, and

WHEREAS, a public hearing will be held as to such Budget on the 28 day of August 2024, and notice of said hearing will be 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, 2024 and ending June 30, 2025.

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

	<b>APPROPRIATION</b>	<b>BUDGET</b>
<b>SALARIES</b>		
ADMINISTRATORS	\$ 430,266	\$ 215,133
MANAGERS	\$ 308,862	\$ 154,431
SUPERVISORS	\$ 1,028,764	\$ 514,382
ASSISTANT SUPERVISORS	\$ 808,700	\$ 404,350
LIBRARIAN	\$ 2,156,528	\$ 1,078,264
LIBRARY GRADE V	\$ 2,248,034	\$ 1,124,017
ASSOCIATES	\$ 246,772	\$ 123,386
LIBRARY GRADE VI	\$ 595,010	\$ 297,505
LIBRARY PAGE	\$ 100,952	\$ 50,476
SUNDAY/SUBSTITUTE/ADJUSTMENTS	\$ 88,000	\$ 44,000
<b>TOTAL SALARIES</b>	<b>\$ 8,011,888</b>	<b>\$ 4,005,944</b>
<b>LIBRARY MATERIALS</b>		
BOOKS & PERIODICAL	\$ 592,630	\$ 296,315
DOWNLOADABLES	\$ 254,000	\$ 127,000
AV	\$ 226,000	\$ 113,000
ONLINE DATABASES	\$ 427,642	\$ 213,821
LIBRARY OF THINGS	\$ 40,190	\$ 20,095
<b>TOTAL MATERIALS</b>	<b>\$ 1,540,462</b>	<b>\$ 770,231</b>

**PROCESSING AND SUPPLIES**

CCS CHARGES	\$ 173,906	\$ 86,953
PROCESSING & SUPPLIES	\$ 59,400	\$ 29,700
INTERNET CHARGES	\$ 11,600	\$ 5,800
SOFTWARE, LICENSES	\$ 264,664	\$ 132,332
PRINTING	\$ 74,000	\$ 37,000
PROGRAMMING & SUPPORT	\$ 259,110	\$ 129,555
VOLUNTEERS	\$ 250	\$ 125
GRANT - OTHER EXPENDITURES	\$ 18,000	\$ 9,000
LOCAL RECORDS OFFSITE STORAGE	\$ 10,000	\$ 5,000
<b>TOTAL PROCESSING &amp; SUPPLIES</b>	<b>\$ 870,930</b>	<b>\$ 435,465</b>

**ADMINISTRATION & GENERAL OFFICE**

COPIERS	\$ 18,000	\$ 9,000
PROFESSIONAL DEVELOPMENT	\$ 148,818	\$ 74,409
TUITION REIMBURSEMENT - UNION	\$ 40,000	\$ 20,000
MILEAGE REIMBURSEMENT	\$ 3,200	\$ 1,600
PROFESSIONAL COLLECTION	\$ 3,800	\$ 1,900
LEGAL FEES	\$ 203,000	\$ 101,500
CONSULTING	\$ 60,000	\$ 30,000
INFORMATION TECHNOLOGY SUPPORT	\$ 50,000	\$ 25,000
ACCOUNTING SERVICES	\$ 160,000	\$ 80,000
SUPPLIES	\$ 129,600	\$ 64,800
PROMOTIONAL EXPENSE	\$ 66,400	\$ 33,200
POSTAGE & FREIGHT	\$ 46,862	\$ 23,431
PUBLICATION OF NOTICES - LEGAL	\$ 6,000	\$ 3,000
SUBSCRIPTIONS & DUES	\$ 18,022	\$ 9,011
SERVICE FEES	\$ 52,000	\$ 26,000
TELEPHONE	\$ 24,000	\$ 12,000
TRUSTEE EXPENSE	\$ 30,000	\$ 15,000
<b>TOTAL ADMINISTRATION AND GENERAL OFFICE</b>	<b>\$ 1,059,702</b>	<b>\$ 529,851</b>

**VEHICLE EXPENSE TOTAL**

<b>\$ 9,700</b>	<b>\$ 4,850</b>
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**EMPLOYEE FRINGE BENEFITS**

PENSION PLAN	\$ 292,702	\$ 146,351
GROUP HEALTH	\$ 1,020,902	\$ 510,451
HEALTH REIMBURSEMENT	\$ 150,000	\$ 75,000
DENTAL, VISION, DISABILITY	\$ 112,200	\$ 56,100
<b>TOTAL FRINGE BENEFITS</b>	<b>\$ 1,575,804</b>	<b>\$ 787,902</b>

**TOTAL UTILITIES**

<b>\$ 260,000</b>	<b>\$ 130,000</b>
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<b>TOTAL OPERATING (GENERAL FUND)</b>	<b>\$ 13,328,486</b>	<b>\$ 6,664,243</b>
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**BUILDING & MAINTENANCE**

REPAIRS & IMPROVEMENTS	\$ 156,000	\$ 78,000
CONTRACTUAL MAINTENANCE	\$ 136,500	\$ 68,250
NON-CONTRACTUAL MAINTENANCE	\$ 157,120	\$ 78,560
EQUIPMENT MAINTENANCE	\$ 166,000	\$ 83,000
NON CAPITAL EXPENSES	\$ 70,000	\$ 35,000
FURNITURE & FIXTURES	\$ 250,810	\$ 125,405
<b>TOTAL BUILDING &amp; MAINTENANCE</b>	<b>\$ 936,430</b>	<b>\$ 468,215</b>

**SPECIAL FUNDS**

AUDIT	\$ 24,000	\$ 12,000
LIABILITY INSURANCE	\$ 92,094	\$ 46,047
SOCIAL SECURITY	\$ 642,400	\$ 321,200
ILLINOIS UNEMPLOYMENT TAXES	\$ 36,036	\$ 18,018
WORKERS' COMPENSATION INSURANCE	\$ 43,220	\$ 21,610
<b>TOTAL SPECIAL FUND ITEMS</b>	<b>\$ 837,750</b>	<b>\$ 418,875</b>

**SPECIAL RESERVE**

SPECIAL RESERVE - BUILDING	\$ 2,808,770	\$ 1,404,385
SPECIAL RESERVE - EQUIPMENT	\$ 1,969,192	\$ 984,596

<b>TOTAL SPECIAL RESERVE</b>	<b>\$ 4,777,962</b>	<b>\$ 2,388,981</b>
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<b>GRAND TOTAL</b>	<b>\$ 19,880,628</b>	<b>\$ 9,940,314</b>
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SECTION 3: The several sums above mentioned and designed as appropriation, which is NINETEEN MILLION EIGHT HUNDRED EIGHTY THOUSAND SIX HUNDRED TWENTY-EIGHT DOLLARS AND NO/100 CENTS (\$19,880,628) be and are hereby appropriated as propriate fractional parts of the said amount is NINETEEN MILLION EIGHT HUNDRED EIGHTY THOUSAND SIX HUNDRED TWENTY-EIGHT DOLLARS AND NO/100 CENTS (\$19,880,628) 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, 2024, is estimated to be \$14,498,554; the estimate of cash to be received during the 2024-2025 fiscal year from all sources is \$9,769,152; the estimate of expenditures for such fiscal year is \$9,940,314; and the estimated operating budget for such fiscal year is \$7,551,333. 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 \$14,327,392.

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.

ADOPTED this \_\_\_\_ day of August 2024, pursuant to a roll call vote as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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Becky Keane,  
President, Board of Trustees  
NILES-MAINE DISTRICT LIBRARY  
\_\_\_\_ day of August 2024, at the said  
NILES-MAINE DISTRICT LIBRARY

\_\_\_\_\_  
Patti Rozanski  
Secretary, Board of Trustees  
NILES-MAINE DISTRICT LIBRARY  
\_\_\_\_ day of August 2024, at the said  
NILES-MAINE DISTRICT LIBRARY