



Niles Public Library District

Tentative Budget and Appropriations Public Hearing

Wednesday, June 15, 2016 6:55 PM



**NILES PUBLIC LIBRARY DISTRICT
TENTATIVE BUDGET AND APPROPRIATIONS PUBLIC HEARING AGENDA**

June 15, 2016

6:55 PM

Board Room

6960 Oakton Street

Niles, Illinois

Revised 6/13/16

ORDER OF BUSINESS

1. Call to Order
2. Pledge of Allegiance
3. Announcement of Purpose of Hearing
4. Public Comments
5. Adjournment

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**ORDINANCE 16-01
TENTATIVE ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS
OF THE NILES PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS, FOR
THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017**

WHEREAS, the Board of Trustees of the Niles Public Library District, 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 15th day of June, 2016, 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 PUBLIC LIBRARY DISTRICT, 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 Public Library District for the fiscal year hereby adopted as beginning July 1, 2016 and ending June 30, 2017.

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

	APPROPRIATION	BUDGET
Salaries		
ADMINISTRATOR	\$ 252,188	\$ 126,094
MANAGERS	\$ 344,658	\$ 172,329
SUPERVISORS	\$ 875,549	\$ 437,775
LIBRARIAN	\$ 2,423,987	\$ 1,211,994
LIBRARY GRADE V	\$ 1,436,963	\$ 718,482
LIBRARY GRADE VI	\$ 611,423	\$ 305,712
LIBRARY PAGE	\$ 245,748	\$ 122,874
SUNDAY/SUBSTITUTE/ADJUSTMENTS	\$ 214,000	\$ 107,000
TOTAL SALARIES	\$ 6,404,516	\$ 3,202,258
LIBRARY MATERIALS		
BOOKS & PERIODICAL	\$ 598,700	\$ 299,350
DOWNLOADABLES	\$ 160,000	\$ 80,000
AV	\$ 350,000	\$ 175,000
ONLINE DATABASES	\$ 370,000	\$ 185,000
TOTAL MATERIALS	\$ 1,478,700	\$ 739,350
OPERATING EXPENSES		
Processing & Services		
CCS CHARGES	\$ 155,308	\$ 77,654
PROCESSING & SUPPLIES	\$ 32,000	\$ 16,000
INTERNET CHARGES	\$ 33,800	\$ 16,900

SOFTWARE, LICENSES	\$	162,226	\$	81,113
PRINTING	\$	89,500	\$	44,750
LIBRARY SUPPLIES	\$	16,200	\$	8,100
PROGRAMMING & SUPPORT	\$	154,010	\$	77,005
VOLUNTEERS	\$	3,000	\$	1,500
PUBLIC PERFORMANCE RIGHTS	\$	2,800	\$	1,400
COMPUTER CHARGES - OCLC	\$	22,252	\$	11,126
MISCELLANEOUS	\$	2,000	\$	1,000
TOTAL PROCESSING & SUPPLIES	\$	673,096	\$	336,548

Administration & General Office

JANITORIAL SUPPLIES	\$	64,000	\$	32,000
COPIERS	\$	23,600	\$	11,800
PROFESSIONAL DEVELOPMENT	\$	58,830	\$	29,415
MILEAGE REIMBURSEMENT	\$	5,100	\$	2,550
LEGAL FEES	\$	50,000	\$	25,000
CONSULTING	\$	130,000	\$	65,000
SUPPLIES	\$	53,000	\$	26,500
PROMOTIONAL EXPENSE	\$	45,900	\$	22,950
POSTAGE & FREIGHT	\$	36,000	\$	18,000
PUBLICATION OF NOTICES - LEGAL	\$	2,400	\$	1,200
SUBSCRIPTIONS & DUES	\$	23,771	\$	11,885
COLLECTION SERVICES	\$	2,000	\$	1,000
TELEPHONE	\$	26,000	\$	13,000
TRUSTEE EXPENSE	\$	8,000	\$	4,000
PAYROLL SERVICE	\$	30,000	\$	15,000
BANK FEES	\$	6,600	\$	3,300
PARKING LEASE AGREEMENT	\$	21,144	\$	10,572
TOTAL ADMINISTRATION AND GENERAL OFFICE	\$	586,345	\$	293,172

VEHICLE EXPENSE TOTAL	\$	8,670	\$	4,335
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EMPLOYEE FRINGE BENEFITS

PENSION PLAN	\$	500,001	\$	250,000
GROUP HEALTH	\$	1,040,315	\$	520,158
HEALTH REIMBURSEMENT	\$	132,000	\$	66,000
DENTAL, VISION, DISABILITY	\$	92,400	\$	46,200
TOTAL FRINGE BENEFITS	\$	1,764,716	\$	882,358

TOTAL UTILITIES	\$	246,000	\$	123,000
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TOTAL OPERATING	\$	11,162,043	\$	5,581,021
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BUILDING & MAINTENANCE

REPAIRS & IMPROVEMENTS	\$	92,000	\$	46,000
CONTRACTUAL MAINTENANCE	\$	80,000	\$	40,000
NON-CONTRACTUAL MAINTENANCE	\$	30,000	\$	15,000
EQUIPMENT MAINTENANCE	\$	126,000	\$	63,000
NON CAPITAL EXPENSES	\$	20,000	\$	10,000
FURNITURE & FIXTURES	\$	121,700	\$	60,850
TOTAL BUILDING & MAINTENANCE	\$	469,700	\$	234,850

SPECIAL RESERVE

SPECIAL RESERVE - EQUIPMENT	\$	501,200	\$	250,600
TOTAL SPECIAL RESERVE	\$	501,200	\$	250,600

SPECIAL FUNDS

AUDIT	\$	30,000	\$	15,000
LIABILITY INSURANCE	\$	58,320	\$	29,160
SOCIAL SECURITY	\$	495,146	\$	247,573
ILLINOIS UNEMPLOYMENT TAXES	\$	35,000	\$	17,500
WORKERS' COMPENSATION INSURANCE	\$	44,336	\$	22,168
TOTAL SPECIAL FUND ITEMS	\$	662,802	\$	331,401
SUPPLEMENTARY GRANTS	\$	90,314	\$	45,157
GRAND TOTAL	\$	12,886,059	\$	6,443,029

SECTION 3: The several sums above mentioned and designed as appropriation, which is TWELVE MILLION EIGHT HUNDRED EIGHTY SIX THOUSAND FIFTY NINE AND NO/100 (\$12,886,059) be and are hereby appropriated as propriate fractional parts of the said amount TWELVE MILLION EIGHT HUNDRED EIGHTY SIX THOUSAND FIFTY NINE AND NO/100 (\$12,886,059) 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, 2016, is estimated to be \$9,500,000; the estimate of cash to be received during the 2016-2017 fiscal year from all sources is \$7,130,407; the estimate of expenditures appropriated for such fiscal year is \$12,886,059; and the estimated operating budget for such fiscal year is \$5,581,021. 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 \$3,744,348.

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 Public Library District 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 28th day of April, 2016, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Linda Ryan
President of the Board of Trustees of the
NILES PUBLIC LIBRARY DISTRICT
ATTESTED and SIGNED in my office,
according to law, this 28th day of April 2016, at the
said
NILES PUBLIC LIBRARY DISTRICT

Barbara Nakanishi
Secretary, Board of Trustees
NILES PUBLIC LIBRARY DISTRICT