



**NILES-MAINE DISTRICT LIBRARY  
TENTATIVE BUDGET AND APPROPRIATIONS PUBLIC HEARING AGENDA  
June 20, 2018  
6:55 PM  
Board Room  
6960 Oakton Street  
Niles, Illinois**

ORDER OF BUSINESS

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

**ORDINANCE 18-01  
TENTATIVE ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS  
OF THE NILES-MAINE DISTRICT LIBRARY, COOK COUNTY, ILLINOIS, FOR  
THE FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019**

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 20<sup>th</sup> day of June, 2018, 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, 2018 and ending June 30, 2019.

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>			
ADMINISTRATOR	\$ 266,248	\$	133,124
MANAGERS	\$ 368,166	\$	184,083
SUPERVISORS	\$ 1,081,924	\$	540,962
LIBRARIAN	\$ 2,371,618	\$	1,185,809
LIBRARY GRADE V	\$ 1,635,591	\$	817,796
LIBRARY GRADE VI	\$ 744,706	\$	372,353
LIBRARY PAGE	\$ 277,150	\$	138,575
SUNDAY/SUBSTITUTE/ADJUSTMENTS	\$ 256,000	\$	128,000
<b>TOTAL SALARIES</b>	<b>\$ 7,001,403</b>	<b>\$</b>	<b>3,500,701</b>
 <b>LIBRARY MATERIALS</b>			
BOOKS & PERIODICAL	\$ 634,800	\$	317,400
DOWNLOADABLES	\$ 160,000	\$	80,000
AV	\$ 347,100	\$	173,550
ONLINE DATABASES	\$ 420,000	\$	210,000
<b>TOTAL MATERIALS</b>	<b>\$ 1,561,900</b>	<b>\$</b>	<b>780,950</b>
 <b>OPERATING EXPENSES</b>			
<b>Processing &amp; Supplies</b>			
CCS CHARGES	\$ 181,840	\$	90,920
PROCESSING & SUPPLIES	\$ 80,800	\$	40,400
INTERNET CHARGES	\$ 36,800	\$	18,400
SOFTWARE, LICENSES	\$ 151,336	\$	75,668
PRINTING	\$ 85,800	\$	42,900
PROGRAMMING & SUPPORT	\$ 159,970	\$	79,985
VOLUNTEERS	\$ 5,700	\$	2,850
MISCELLANEOUS	\$ 5,000	\$	2,500
<b>TOTAL PROCESSING &amp; SUPPLIES</b>	<b>\$ 707,246</b>	<b>\$</b>	<b>353,623</b>
 <b>Administration &amp; General Office</b>			
COPIERS	\$ 20,000	\$	10,000
PROFESSIONAL DEVELOPMENT	\$ 71,788	\$	35,894
MILEAGE REIMBURSEMENT	\$ 7,300	\$	3,650
LEGAL FEES	\$ 14,500	\$	7,250

CONSULTING	\$	30,000	\$	15,000
SUPPLIES	\$	120,700	\$	60,350
PROMOTIONAL EXPENSE	\$	42,000	\$	21,000
POSTAGE & FREIGHT	\$	45,520	\$	22,760
PUBLICATION OF NOTICES - LEGAL	\$	2,400	\$	1,200
SUBSCRIPTIONS & DUES	\$	16,990	\$	8,495
SERVICE FEES	\$	39,400	\$	19,700
TELEPHONE	\$	33,000	\$	16,500
TRUSTEE EXPENSE	\$	10,000	\$	5,000
PARKING LEASE AGREEMENT	\$	21,144	\$	10,572
<b>TOTAL ADMINISTRATION AND GENERAL OFFICE</b>	<b>\$</b>	<b>474,742</b>	<b>\$</b>	<b>237,371</b>
<b>VEHICLE EXPENSE TOTAL</b>	<b>\$</b>	<b>9,264</b>	<b>\$</b>	<b>4,632</b>
<b>EMPLOYEE FRINGE BENEFITS</b>				
PENSION PLAN	\$	361,412	\$	180,706
GROUP HEALTH	\$	961,350	\$	480,675
HEALTH REIMBURSEMENT	\$	132,000	\$	66,000
DENTAL, VISION, DISABILITY	\$	82,400	\$	41,200
<b>TOTAL FRINGE BENEFITS</b>	<b>\$</b>	<b>1,537,162</b>	<b>\$</b>	<b>768,581</b>
<b>TOTAL UTILITIES</b>	<b>\$</b>	<b>223,400</b>	<b>\$</b>	<b>111,700</b>
<b>TOTAL OPERATING</b>	<b>\$</b>	<b>11,515,117</b>	<b>\$</b>	<b>5,757,558</b>
<b>BUILDING &amp; MAINTENANCE</b>				
REPAIRS & IMPROVEMENTS	\$	130,000	\$	65,000
CONTRACTUAL MAINTENANCE	\$	70,000	\$	35,000
NON-CONTRACTUAL MAINTENANCE	\$	77,280	\$	38,640
EQUIPMENT MAINTENANCE	\$	57,000	\$	28,500
NON CAPITAL EXPENSES	\$	52,000	\$	26,000
FURNITURE & FIXTURES	\$	26,000	\$	13,000
<b>TOTAL BUILDING &amp; MAINTENANCE</b>	<b>\$</b>	<b>412,280</b>	<b>\$</b>	<b>206,140</b>
<b>SPECIAL RESERVE</b>				
SPECIAL RESERVE - BUILDING	\$	1,466,000	\$	733,000
SPECIAL RESERVE - EQUIPMENT	\$	341,200	\$	170,600
<b>TOTAL SPECIAL RESERVE</b>	<b>\$</b>	<b>1,807,200</b>	<b>\$</b>	<b>903,600</b>
<b>SPECIAL FUNDS</b>				
AUDIT	\$	42,400	\$	21,200
LIABILITY INSURANCE	\$	67,440	\$	33,720
SOCIAL SECURITY	\$	518,655	\$	259,327
ILLINOIS UNEMPLOYMENT TAXES	\$	40,000	\$	20,000
WORKERS' COMPENSATION INSURANCE	\$	52,438	\$	26,219
<b>TOTAL SPECIAL FUND ITEMS</b>	<b>\$</b>	<b>720,933</b>	<b>\$</b>	<b>360,466</b>
<b>SUPPLEMENTARY GRANTS</b>	<b>\$</b>	<b>148,710</b>	<b>\$</b>	<b>74,355</b>
<b>GRAND TOTAL</b>	<b>\$</b>	<b>14,604,240</b>	<b>\$</b>	<b>7,302,120</b>

SECTION 3: The several sums above mentioned and designed as appropriation, which is FOURTEEN MILLION SIX HUNDRED FOUR THOUSAND TWO HUNDRED FORTY AND NO/100 DOLLARS (\$14,604,240) be and are hereby appropriated as appropriate fractional parts of the said amount FOURTEEN MILLION SIX HUNDRED FOUR THOUSAND TWO HUNDRED FORTY AND NO/100 DOLLARS (\$14,604,240) 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, 2018, is estimated to be \$9,000,000; the estimate of cash to be received during the 2018-2019 fiscal year from all sources is \$7,079,517; the estimate of expenditures appropriated for such fiscal year is \$14,782,382; and the estimated operating budget for such fiscal year is \$5,757,558. 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 \$10,321,959.

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 16th day of May, 2018, pursuant to a roll call vote as follows:

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

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

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

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

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Karen Dimond  
President of the Board of Trustees of the  
NILES-MAINE DISTRICT LIBRARY  
ATTESTED and SIGNED in my office,  
according to law, this 16th day of May 2018, at  
the said NILES-MAINE DISTRICT LIBRARY

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Dianne Olson  
Secretary, Board of Trustees  
NILES-MAINE DISTRICT LIBRARY