



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

August 21, 2013

6:25 PM

**New Board Room
6960 Oakton Street
Niles, Illinois**

ORDER OF BUSINESS

1. Call to Order
2. Pledge of Allegiance
3. Discussion: Budget and Appropriations for Fiscal Year 2013/2014 2
4. Other
5. Adjournment

**ORDINANCE 13-5
 ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS
 OF THE NILES PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS, FOR
 THE FISCAL YEAR BEGINNING JULY 1, 2013 AND ENDING JUNE 30, 2014**

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 21st day of August, 2013, 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, 2013 and ending June 30, 2014.

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

	APPROPRIATION	BUDGET
Salaries		
ADMINISTRATOR	\$127,138	\$115,580
MANAGERS	\$276,118	\$251,016
SUPERVISORS	\$654,434	\$594,940
LIBRARIAN	\$1,281,807	\$1,165,279
LIBRARY GRADE V	\$660,495	\$600,450
LIBRARY GRADE VI	\$487,732	\$443,393
LIBRARY PAGE	\$159,262	\$144,784
SUNDAY/SUBSTITUTE/ADJUSTMENTS	\$104,500	\$95,000
TOTAL SALARIES	\$3,751,486	\$3,410,442
 LIBRARY MATERIALS		
BOOKS & PERIODICAL	\$301,200	\$251,000
DOWNLOADABLES	\$66,000	\$55,000
AV - ADULT	\$184,440	\$153,700
ONLINE DATABASES	\$241,200	\$201,000
TOTAL MATERIALS	\$792,840	\$660,700
 OPERATING EXPENSES		
Processing & Services		
CCS CHARGES	\$90,000	\$78,000
PROCESSING & SUPPLIES	\$42,000	\$30,000
INTERNET CHARGES	\$26,880	\$19,200
SOFTWARE, LICENSES	\$59,140	\$42,243
PRINTING	\$59,010	\$42,150
LIBRARY SUPPLIES	\$16,800	\$12,000
PROGRAMMING & SUPPORT - ADULT	\$94,780	\$66,100
VOLUNTEERS	\$4,200	\$3,000

PUBLIC PERFORMANCE RIGHTS	\$1,838	\$1,313
CCS COMMUNICATIONS	\$7,000	\$5,000
COMPUTER CHARGES - OCLC	\$23,526	\$16,804
MISCELLANEOUS	\$1,400	\$1,000
TOTAL PROCESSING & SUPPLIES	\$426,574	\$316,810

Administration & General Office

JANITORIAL SUPPLIES	\$67,300	\$33,650
COPIERS	\$20,000	\$10,000
PROFESSIONAL DEVELOPMENT	\$89,798	\$44,899
MILEAGE REIMBURSEMENT	\$6,000	\$3,000
LEGAL FEES	\$80,000	\$40,000
CONSULTING	\$40,000	\$20,000
SUPPLIES	\$53,800	\$26,900
PROMOTIONAL EXPENSE	\$41,000	\$20,500
POSTAGE & FREIGHT	\$36,000	\$18,000
PUBLICATION OF NOTICES - LEGAL	\$3,400	\$1,700
SUBSCRIPTIONS & DUES	\$18,000	\$9,000
COLLECTION SERVICES	\$2,000	\$1,000
TELEPHONE	\$33,000	\$16,500
TRUSTEE EXPENSE	\$20,000	\$10,000
EQUIPMENT RENTAL	\$10,000	\$5,000
PAYROLL SERVICE	\$18,600	\$9,300
BANK FEES	\$6,000	\$3,000
PARKING LEASE AGREEMENT	\$21,144	\$10,572
TOTAL ADMINISTRATION AND GENERAL OFFICE	\$566,042	\$283,021

VEHICLE EXPENSE TOTAL	\$10,000	\$4,271
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EMPLOYEE FRINGE BENEFITS

PENSION PLAN	\$240,000	\$200,000
GROUP HEALTH	\$471,434	\$392,862
HEALTH REIMBURSEMENT	\$64,800	\$54,000
DENTAL, VISION, DISABILITY	\$55,997	\$46,664
TOTAL FRINGE BENEFITS	\$832,231	\$693,526

TOTAL UTILITIES	\$200,000	\$102,000
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TOTAL OPERATING	\$6,579,173	\$5,470,770
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BUILDING & MAINTENANCE

REPAIRS & IMPROVEMENTS	\$47,640	\$39,700
CONTRACTUAL MAINTENANCE	\$44,538	\$37,115
NON-CONTRACTUAL MAINTENANCE	\$13,680	\$11,400
EQUIPMENT MAINTENANCE	\$45,048	\$37,540
NON CAPITAL EXPENSES	\$28,800	\$24,000
FURNITURE & FIXTURES	\$72,000	\$60,000
TOTAL BUILDING & MAINTENANCE	\$251,706	\$209,755

SPECIAL RESERVE

SPECIAL RESERVE - BUILDING	\$200,000	\$72,000
SPECIAL RESERVE - EQUIPMENT	\$1,600,000	\$846,920
SPECIAL RESERVE - Renovation Project	\$5,000,000	\$4,078,200
TOTAL SPECIAL RESERVE	\$6,800,000	\$4,997,120

SPECIAL FUNDS		
AUDIT	\$19,250	\$17,500
LIABILITY INSURANCE	\$33,000	\$30,000
SOCIAL SECURITY	\$319,000	\$290,000
ILLINOIS UNEMPLOYMENT TAXES	\$19,800	\$18,000
WORKERS' COMPENSATION INSURANCE	\$22,000	\$20,000
TOTAL SPECIAL FUND ITEMS	\$413,050	\$375,500
SUPPLEMENTARY GRANTS	\$100,000	\$58,000
GRAND TOTAL	\$14,143,929	\$11,111,145

SECTION 3: The several sums above mentioned and designed as appropriation, which is FOURTEEN MILLION, ONE HUDRED FORTY THREE, NINE HUNDRED TWENTY NINE AND NO/100 (\$14,143,929), be and are hereby appropriated as propriate fractional parts of the said amount of FOURTEEN MILLION, ONE HUDRED FORTY THREE, NINE HUNDRED TWENTY NINE AND NO/100 (\$14,143,929), 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 May 31, 2013, is estimated to be \$11,825,080; the estimate of cash to be received during the 2013-2014 fiscal year from all sources is \$7,156,453; the estimate of expenditures appropriated for such fiscal year is \$16,368,457; and the estimated operating budget for such fiscal year is \$5,470,770. 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 \$5,683,849.

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 21st day of August, 2013, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Morgan Dubiel
President of the Board of Trustees of the
NILES PUBLIC LIBRARY DISTRICT
ATTESTED and SIGNED in my office,
according to law, this 21st day of August,
2013, at the said
NILES PUBLIC LIBRARY DISTRICT

CHRIS A. BALL
Secretary, Board of Trustees
NILES PUBLIC LIBRARY DISTRICT