

**Tentative ORDINANCE 2018-08-22  
(B&A Ordinance)**

An ordinance adopting a combined annual budget and appropriating such sums of money as may be deemed all necessary expenses and liabilities of the Sugar Grove Public Library District, Kane County, Illinois, for the July 1, 2018, and specifying the objects and purposes for which such appropriations are made and the amount for each object or purpose.

BE IT ORDAINED by the Board of Library Trustees of the Sugar Grove Public Library District as follows:

SECTION 1: The following is the Annual Budget and Appropriation for The Sugar Grove Public Library District beginning July 1, 2018 and ending June 30, 2019.

	<b>Budget</b>	<b>Appropriation</b>
<b>1. General Fund / Corporate Fund</b>		
<b><u>A. Library Materials and Programming</u></b>		
Per Capita Grant	10,000.00	20,000.00
Adult Materials (Physical and Electronic)	37,000.00	50,000.00
Teen Materials (Physical and Electronic)	8,500.00	12,000.00
Children's Materials (Physical and Electronic)	17,500.00	25,000.00
Newspapers Magazines and Periodicals	2,600.00	3,000.00
Program Performers and Supplies	5,500.00	10,000.00
Materials Administration and Supplies	4,000.00	10,000.00
P.A.C.T. - Program and Program Supplies	1,000.00	10,000.00
Friend's Booksale - Materials and Programs	1,000.00	1,000.00
<i>Subtotal Materials</i>	<i>87,100.00</i>	<i>141,000.00</i>
<b><u>B. General Administration / Facility / Grounds</u></b>		
<b>General Operational</b>		
Utilities	40,000.00	48,000.00
Telecommunications	8,200.00	12,000.00
Supplies	4,000.00	6,000.00
Postage	700.00	1,000.00
PR / Advocacy/ Public Information	5,000.00	6,000.00
Library Memberships & Development	1,000.00	2,000.00
Other Expenses (misc, nicities)	1,000.00	2,000.00
<b>Building and Grounds</b>		
Building Maintenance	15,000.00	20,000.00
Custodial / Waste Removal	13,000.00	16,000.00
Equipment Maintenance	10,000.00	15,000.00
Grounds / Parking Lot	4,000.00	10,000.00

Lawn Care / Snow Removal	13,200.00	16,000.00
Furniture / Equipment	2,500.00	5,000.00
<b>Technology / Automation</b>		
Computer / Server Equipment	9,000.00	14,000.00
Software / License /Subscriptions	6,500.00	12,000.00
<b>Contractual Services</b>		
Consortium / Bibliographic Support	21,000.00	23,000.00
Copier / Printer Leasing & Supplies	6,000.00	7,500.00
Consultants - Outside Help	1,000.00	10,000.00
Legal Counsel	2,500.00	30,000.00
Accounting / Audit	10,800.00	11,000.00
Bank Fees and Merchant Charges	500.00	1,000.00
<b>Liability Insurance</b>		
General Liability Insurance	8,500.00	10,000.00
Other Liability Insurance	4,500.00	5,000.00
<b>Contingency</b>	0.00	10,000.00
<i>Subtotal Operations, Admin, Facilities</i>	<i>187,900.00</i>	<i>292,500.00</i>
<b><u>C. Personnel</u></b>		
Salaries	335,052.34	350,000.00
Health Reimbursement	16,800.00	18,000.00
Payroll Taxes/SS	26,800.00	35,000.00
Life Insurance / Misc Benefits	1,600.00	2,500.00
Professional Development / Training	3,000.00	6,000.00
<i>Subtotal Personnel Costs</i>	<i>383,252.34</i>	<i>411,500.00</i>
<b>2. Bond Debt Repayment</b>	721,150.00	730,000.00
<b>3. Restricted Expenses</b>		
Transfer to Savings	0.00	10,000.00
<b>4. Special Reserve Expenses (75 ILCS 16/40-50)</b>	0.00	150,000.00
<b>Totals</b>	<b>1,379,402.34</b>	<b>1,735,000.00</b>

**SECTION 2: As part of the Annual Budget, it is stated:**

- a) a. That the cash on hand at the beginning of the fiscal year is **225,000**
- b) b. That the estimated cash expected to be received during the fiscal year from all sources is \$1,379,026.75
- c) c. That the estimated expenditures from the fiscal year are \$1,379,402.34
- d) That the estimated cash expected to be on hand at the end of the fiscal year is **200,000**
- e) d. That the estimated amount of taxes to be received by THE SUGAR GROVE PUBLIC LIBRARY DISTRICT during the fiscal year is \$1,336,526.75
- f)
- g) That the estimated amount of income to be received from sources other than library taxes for the fiscal year is \$42,500

SECTION 4: The receipts and revenues of the said SUGAR GROVE PUBLIC LIBRARY DISTRICT derived from sources other than taxation and specifically appropriated, and all unexpected balances from the preceding fiscal year not required for the purpose for which they were appropriated and levied may be transferred to and become part of the Special Reserve Fund (75 ILCS 16/40-50)

SECTION 5: This Ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED by the Board of Library Trustees this 22<sup>th</sup> day of August, 2018 by a vote of:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstaining: \_\_\_\_\_

APPROVED:

\_\_\_\_\_

President

ATTEST:

\_\_\_\_\_

Secretary

(seal)

(SEAL)

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