



St. Charles Public Library
One South Sixth Avenue
St. Charles IL 60174
630-584-0076 ■ FAX 630-584-9262
scpld.org

**ST. CHARLES PUBLIC LIBRARY DISTRICT
KANE AND DUPAGE COUNTIES, ILLINOIS**

ORDINANCE 2021/2022 – 2; BUDGET AND APPROPRIATION

**ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FISCAL YEAR JULY 1, 2021 - JUNE 30, 2022**

This Ordinance constitutes the Budget and Appropriation Ordinance for the St. Charles Public Library District, Kane and DuPage Counties, Illinois, for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

BE IT ORDAINED by the Board of Library Trustees of the St. Charles Public Library District as follows:

SECTION 1. The following budget and appropriation amounts are adopted for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Corporate Fund/General Fund

	<u>Budget</u>	<u>Appropriation</u>
<u>Library Materials</u>		
Books	\$ 390,000	\$ 450,000
Audio Visual	\$ 110,000	\$ 150,000
Downloadable Material	\$ 235,000	\$ 300,000
Electronic Resources	\$ 630,000	\$ 750,000
Periodicals	\$ 25,750	\$ 35,000
Microform	\$ 3,000	\$ 10,000
Material Repair	\$ 200	\$ 1,000
Material Refund	\$ 2,000	\$ 5,000
Cataloging	\$ 369	\$ 1,000
<u>Supplies and Programs</u>		
Library Supplies	\$ 55,200	\$ 150,000
Postage	\$ 28,381	\$ 50,000
Printing	\$ 60,150	\$ 225,000

Furniture	\$ 3,100	\$ 100,000
Public Programs	\$ 67,400	\$ 160,000
Technology	\$ 362,326	\$ 875,000

Administration

Administrative Fees	\$ 40,370	\$ 130,000
Employee Insurance	\$ 390,000	\$ 600,000
Professional Development	\$ 56,950	\$ 95,000
Professional Services	\$ 174,618	\$ 975,000
Library Vehicles	\$ 3,000	\$ 50,000
Facilities Improvements	\$ 0	\$ 150,000
Debt Certificates	\$ 500,950	\$ 550,000 ¹
Inter-fund Transfers	\$ 0	\$1,000,000

Personnel

Salaries	\$ 4,000,000	\$ 5,000,000
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Other Operating

Friends Expenses	\$ 10,000	\$ 50,000
Foundation Expenses	\$ 10,000	\$ 50,000
Grant Expense	\$ 81,260	\$ 700,000

Total	\$ 7,240,024	\$ 12,612,000
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Building and Equipment (.02% Special Tax)

Maintenance	\$ 35,650	\$ 300,000
Electricity	\$ 100,000	\$ 250,000
Heat	\$ 13,000	\$ 75,000
Water	\$ 8,000	\$ 25,000
Telephone	\$ 6,420	\$ 25,000
Contractual Maintenance	\$ 70,071	\$ 400,000
Equipment	\$ 0	\$ 200,000
Facilities Improvement	\$ 66,500	\$ 700,000

Total	\$ 299,641	\$ 1,975,000
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IMRF/Social Security (Special Tax)

IMRF	\$ 488,792	\$ 750,000
Social Security/FICA	\$ 302,000	\$ 500,000

Liability Insurance (Special Tax)

Liability Insurance	\$ 93,604	\$ 200,000
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Audit (Special Tax)

Audit	\$ 15,029	\$ 20,000
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Other

Gift & Special Trustee Fund	\$ 16,125	\$ 30,125
Renovation Project	\$ 1,792,316	\$ 2,625,000
Total Other	\$ 2,707,866	\$ 4,125,125

Summary

Corporate/General	\$ 7,240,024	\$ 12,612,000
Building & Equipment (Special Tax)	\$ 299,641	\$ 1,975,000
IMRF/Social Security (Special Tax)	\$ 790,792	\$ 1,250,000
Liability Insurance (Special Tax)	\$ 93,604	\$ 200,000
Audit (Special Tax)	\$ 15,029	\$ 20,000
Other	\$ 1,808,441	\$ 2,655,125
Total Appropriation	\$ 10,247,531	\$ 18,712,125

SECTION 2. As part of the annual budget, it is stated:

- a. The cash on hand at the beginning of the fiscal year is \$3,442,613.³
- b. The estimated cash expected to be received/appropriated during the fiscal year from all sources is \$8,345,589.
- c. The estimated expenditures for the fiscal year are \$10,247,531.
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$1,540,671.
- e. The estimated amount of taxes to be received by St. Charles Public Library District during the fiscal year is \$8,011,179.
- f. The estimated amount of income to be received from sources other than library taxes for the fiscal year is \$334,410.

Notes

¹In 2019, the Library District issued Debt Certificates in the amount of \$4,835,000. Proceeds from the sale of the Debt Certificates will help pay for the cost of substantial capital improvements. The Debt Certificates will be paid off in annual installments with the final installment payment made in the year 2030. Installment payments to retire the Debt Certificates are made from the Corporate Fund/General Fund.

²The Library District is in the process of making substantial capital improvements (Renovation Project). The Renovation Project extended beyond the FY 2020-2021. Timing of the work on the Renovation Project depends on a variety of factors common to construction activities. The primary sources of funding for the Renovation Project are the Library District's Special Reserve Fund and the proceeds from the 2019 sale of Debt Certificates.

³Represents audited balances, not including real estate tax revenues received in 2021 from the Levy Ordinance filed in 2020.

SECTION 3. Funds in the total amount of \$18,712,125 or so much thereof as may be authorized by law, be and the same are hereby appropriated as specified.

SECTION 4. All unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Special Reserve Fund.

Passed by the Board of Library Trustees of the St. Charles Public Library District, Kane and DuPage Counties, Illinois, on September 8, 2021 by a vote of:

AYES: Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse

NAYS: None

ABSENT: None

ABSTAINING: None

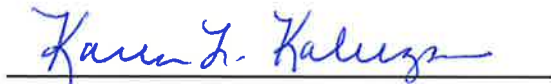
APPROVED:



Robert T. Gephart, President
The Board of Library Trustees

(SEAL)

ATTEST:



Karen L. Kaluzsa, Secretary
The Board of Library Trustees

CERTIFICATE

I, Karen L. Kaluzsa, DO HEREBY CERTIFY that I am the duly elected, qualified, and serving SECRETARY and as such am keeper of the books and records of the BOARD OF LIBRARY TRUSTEES OF THE ST. CHARLES PUBLIC LIBRARY DISTRICT, KANE AND DUPAGE COUNTIES, ILLINOIS; and

I DO FURTHER CERTIFY that the above attached "ANNUAL BUDGET AND APPROPRIATION ORDINANCE, FISCAL YEAR JULY 1, 2021 - JUNE 30, 2022", is a true correct copy of said ordinance which was presented, passed, and recorded by said Board at their Board meeting on September 8, 2021, by a vote of:

AYES: Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse

NAYS: None

ABSENT: None

ABSTAINING: None

DATED this 8th day of September 2021.

(SEAL)



Karen L. Kaluzsa, Secretary
The Board of Library Trustees