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

ORDINANCE NO. 2016/2017 - 4

ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2016/2017

WHEREAS, applicable statutes require the Library District to adopt an annual budget and appropriation ordinance specifying the objects and purposes of expenditures; and

WHEREAS, a budget and appropriation ordinance was prepared in tentative form and made available for public inspection at least thirty (30) days prior to the adoption hereof; and

WHEREAS, a public hearing on said budget and appropriation ordinance was held prior to final action hereon with notice of said hearing having been published.

NOW, THEREFORE, BE IT ORDAINED by The Board of Library Trustees of the St. Charles Public Library District, Kane and DuPage Counties, Illinois, as follows:

Section 1. The following budget containing an estimate of all receipts of the Library District, and of the expenditures therefrom, be and the same is adopted as the budget and appropriation for the District for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and the stated sums are hereby appropriated to defray said expenses for the purposes indicated, for said fiscal year:
A. FUND BALANCES ON 6/30/16 (EXCLUDING EARLY COLLECTION OF TAX MONIES FROM PRIOR LEVY)*

1. Monies on hand at beginning of fiscal year:
   a. GENERAL FUND: $575,173.00
   b. IMRF/ (FICA) SOCIAL SECURITY FUND: 240,242.00
   c. BUILDING EQUIPMENT & MAINTENANCE .02% FUND: (435.00)
   d. AUDIT FUND: 5,784.00
   e. LIABILITY INSURANCE FUND: 47,064.00
   f. SPECIAL RESERVE FUND: 9,527,952.00
   g. GIFT AND SPECIAL TRUSTEE FUND: 119,928.00
   h. GRANTS FUND: (3,878.00)
   i. RAYMOND B. MILLER MEMORIAL TRUST FUND: 635,373.00
   j. WORKING CASH 1: 131,129.00
   k. WORKING CASH 2: 457,141.00

   TOTAL 11,735,473.00

2. ESTIMATED REVENUE TO BE RECEIVED DURING FISCAL YEAR (Modified Accrual Basis):
   a. Taxes (all funds) 7,580,589.13
   b. Per Capita Grant 68,865.00
   c. Photocopies 16,000.00
   d. Interest (all funds) 32,050.00
   e. Grants 0.00
   f. Developers’ Fees 0.00
   g. Rental of Property 10,800.00
   h. Fines 82,000.00
   i. Gifts & Other Income 75,000.00
   j. Personal Property Replacement Tax 30,000.00

   Total Estimated Revenue $7,895,304.13

   TOTAL MONIES AVAILABLE $19,630,777.13
### B. AMOUNTS APPROPRIATED – GENERAL FUND:

#### I. LIBRARY MATERIALS
1. Books $725,000.00
2. Electronic/Downloadable Resources $795,000.00
3. Cataloging $26,000.00
4. Periodicals $40,000.00
5. Audiovisual $280,000.00
6. Microform $15,000.00
7. Material Repair $2,150.00
8. Material Refunds $10,000.00

**Subtotal** $1,893,150.00

#### II. EQUIPMENT
1. Library Supplies $85,000.00
2. Postage $47,000.00
3. Printing $55,000.00
4. Furniture $20,000.00
5. Equipment $80,000.00
6. Automation $400,000.00

**Subtotal** $687,000.00

#### III. CAPITAL IMPROVEMENTS
1. Electronic Resources $0.00
2. Furnishings/Equipment $20,000.00
3. Parking/Grounds $40,000.00
4. Facility Maintenance $90,000.00
5. Facility Improvements $0.00
6. Property Administration $0.00

**Subtotal** $150,000.00

#### IV. ADMINISTRATION
1. Maintenance $40,000.00
2. Administrative Fees $36,000.00
3. Utilities
   a. Electricity $95,000.00
   b. Heat $20,000.00
   c. Water $7,000.00
   d. Telephone $22,000.00
4. Insurance
   a. Building $31,000.00
   b. Employee Medical $415,000.00
5. Professional Development $58,500.00
6. Contractual
   a. Maintenance Services 65,000.00
   b. Equipment Maintenance 62,000.00
   c. Equipment Rental 16,000.00
   d. Services 42,000.00
7. A.D.A compliance 3,000.00
8. Professional Fees 244,000.00
9. Public Programs 55,000.00
10. Inter-fund Transfers 50,000.00
    Subtotal $1,261,500.00

V. PERSONNEL
   Salaries $3,800,000.00

VI. GRANT FUNDS (Per Capita Grant Funds) $ 68,865.00

VII. BUILDING PROJECT (source of funds to include funds in the Special Reserve Fund) $ 

VIII. CONTINGENCY $ 20,000.00

TOTAL GENERAL FUND APPROPRIATION $7,811,650.00

C. AMOUNTS APPROPRIATED – SPECIAL TAX FUNDS
   I. ILLINOIS MUNICIPAL RETIREMENT FUND $ 557,000.00
   II. SOCIAL SECURITY FUND 305,000.00
   III. INSURANCE FUND 74,000.00
   IV. AUDIT FUND 12,500.00
   V. BUILDING EQUIPMENT & MAINTENANCE 02% FUND (includes appropriation for the Building Project) 3,808,250.00

TOTAL SPECIAL TAX FUNDS APPROPRIATION $4,756,750.00
D. AMOUNTS APPROPRIATED – OTHER FUNDS

I. Gift & Special Trustee Fund $ 119,800.00
II. Raymond B. Miller Memorial Trust Fund 635,363.00
III. Grants 10,000.00
IV. Special Reserve Fund 5,324,480.00
TOTAL OTHER FUNDS APPROPRIATION $ 6,089,643.00

TOTAL APPROPRIATION $18,726,908.00

Section 2. 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.

Section 3. Except as otherwise provided by law, no further appropriations shall be made during the fiscal year.

Section 4. This Ordinance shall be in full force and effect from and after its passage. Any resolutions or ordinances in conflict therewith are hereby repealed. If any part of this Ordinance be adjudged invalid or unconstitutional, such adjudication shall affect only that part of this Ordinance specifically covered thereby, and shall not affect any other provisions or parts of this Ordinance, but shall be severable therefrom.
PASSED by the Board of Library Trustees of the St. Charles Public Library District, Kane and DuPage Counties, Illinois, on September 26, 2016 by a vote of:

AYES: Huntley, Hill, Haines, DeVault, Steimle

NAYS: Francissen

ABSENT: Reese

ABSTAINING: None

APPROVED

Victoria A. Haines, President
The Board of Library Trustees

(SEAL)

ATTEST:

Michael Hill, Secretary Pro Tem
The Board of Library Trustees
CERTIFICATE

I, Michael Hill, DO HEREBY CERTIFY that I am the duly elected, qualified, and serving Secretary Pro Tem 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 FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2016/2017,” is a true correct copy of said ordinance which was presented, passed, and recorded by said Board at their Board meeting, on September 26, 2016, by a vote of:

AYES: Huntley, Hill, Haines, DeVault, Steimle

NAYS: Francissen

ABSENT: Reese

ABSTAINING: None

DATED this 26th day of September, 2016.

(SEAL)

Michael Hill, Secretary Pro Tem
THE BOARD OF LIBRARY TRUSTEES OF THE
ST. CHARLES PUBLIC LIBRARY DISTRICT
KANE AND DUPAGE COUNTIES, ILLINOIS

CERTIFIED ESTIMATE OF REVENUES

As chief fiscal officer of the Board of Library Trustees of the St. Charles Public Library District, Kane and DuPage Counties, Illinois, I hereby certify that the following is an estimate of revenues, by source (modified accrual basis), anticipated to be received by the Library District for the 2016-2017 fiscal year:

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Taxes (all funds)</td>
<td>7,580,589.13</td>
</tr>
<tr>
<td>B. Per Capita Grant</td>
<td>68,865.00</td>
</tr>
<tr>
<td>C. Photocopies</td>
<td>16,000.00</td>
</tr>
<tr>
<td>D. Interest (all funds)</td>
<td>32,050.00</td>
</tr>
<tr>
<td>E. Grants</td>
<td>0.00</td>
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<td>G. Rental of Property</td>
<td>10,800.00</td>
</tr>
<tr>
<td>H. Fines</td>
<td>82,000.00</td>
</tr>
<tr>
<td>i. Gifts &amp; Other Income</td>
<td>75,000.00</td>
</tr>
<tr>
<td>j. Personal Property Replacement Tax</td>
<td>30,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>7,895,304.13</strong></td>
</tr>
</tbody>
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Norman C. Huntley, Treasurer of The Board of Library Trustees and Chief Fiscal Officer

Date signed: September 26, 2016