



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

**ORDINANCE 2019/2020-2: ANNUAL BUDGET AND APPROPRIATION ORDINANCE FISCAL YEAR JULY 1,  
2019 - JUNE 30, 2020**

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, 2019 and ending June 30, 2020.

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, 2019 and ending June 30, 2020.

Corporate Fund/General Fund

	<u>Budget</u>	<u>Appropriation</u>
<u>Library Materials</u>		
Books	\$ 430,000	\$ 700,000
Audio Visual	\$ 150,000	\$ 300,000
Downloadable Material	\$ 175,500	\$ 300,000
Electronic Resources	\$ 645,000	\$ 800,000
Periodicals	\$ 30,000	\$ 50,000
Microform	\$ 1,200	\$ 5,000
Material Repair	\$ 250	\$ 10,000
Material Refund	\$ 4,500	\$ 10,000
Cataloging	\$ 4,450	\$ 25,000
<u>Supplies and Equipment</u>		
Library Supplies	\$ 56,700	\$ 250,000
Postage	\$ 37,700	\$ 100,000
Printing	\$ 69,655	\$ 400,000
Furniture	\$ 10,000	\$ 100,000
Technology	\$ 362,241	\$ 1,675,000
<u>Administration</u>		
Administrative Fees	\$ 68,617	\$ 255,000
Utilities		
Electricity	\$ 90,100	\$ 200,000

Heat	\$ 13,000	\$ 100,000
Water	\$ 8,000	\$ 100,000
Telephone	\$ 20,000	\$ 100,000
Employee Insurance	\$ 391,000	\$ 600,000
Professional Development	\$ 51,520	\$ 113,000
Professional Fees	\$ 199,300	\$ 1,600,000
Public Programs	\$ 90,225	\$ 185,000
Library Vehicles	\$ 4,000	\$ 50,000
Facilities Improvements	\$ 118,393	\$ 750,000 <sup>1</sup>
Debt Certificates	\$ 498,116	\$ 550,000 <sup>2</sup>
Inter-fund Transfers	\$ 0	\$ 1,000,000

Personnel

Salaries	\$ 3,900,000	\$ 5,000,000
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Other Operating

Friends Expenses	\$ 10,000	\$ 100,000
Foundation Expenses	\$ 12,000	\$ 600,000
Gift Materials	\$ -	\$ 200,000
Grant Expense	\$ 68,865	\$ 675,000
Total	\$ 7,520,332	\$ 16,903,000

Building and Equipment (.02% Special Tax)

Maintenance	\$ 45,000	\$ 600,000
Contractual Maintenance	\$ 114,000	\$ 850,000
Equipment	\$ 3,050	\$ 500,000
Facilities Improvement	\$ 152,351	\$ 6,000,000 <sup>1</sup>
Total	\$ 314,401	\$ 7,950,000

IMRF/Social Security (Special Tax)

IMRF/Social Security/FICA	\$ 500,000	\$ 750,000
Social Security/FICA	\$ 285,700	\$ 500,000

Liability Insurance (Special Tax)

Liability Insurance	\$ 65,100	\$ 200,000
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Audit (Special Tax)

Audit	\$ 10,700	\$ 15,000
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Other

Gift & Special Trustee Fund	\$ 7,500	\$ 15,000
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Renovation Project	\$ 2,075,144	\$ 20,600,000 <sup>3</sup>
Total	\$ 2,082,644	\$ 20,615,000
<u>Summary</u>		
Corporate/General	\$ 7,520,332	\$ 16,903,000
Building & Equipment (Special Tax)	\$ 314,401	\$ 7,950,000
IMRF/Social Security (Special Tax)	\$ 785,700	\$ 1,250,000
Liability Insurance (Special Tax)	\$ 65,100	\$ 200,000
Audit (Special Tax)	\$ 10,700	\$ 15,000
Other	\$ 2,082,644	\$ 20,615,000
Total Appropriation	\$ 10,778,877	\$ 46,933,000

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

- a. The cash on hand at the beginning of the fiscal year is \$14,039,534.<sup>4</sup>
- b. The estimated cash expected to be received/appropriated during the fiscal year from all sources is \$8,693,055.
- c. The estimated expenditures for the fiscal year are \$10,778,877.
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$11,953,712.
- e. The estimated amount of taxes to be received by St. Charles Public Library District during the fiscal year is \$8,011,178.
- f. The estimated amount of income to be received from sources other than library taxes for the fiscal year is \$681,877.

Notes

<sup>1</sup>Included in this Ordinance are items for "Facilities Improvement" as part of the Library District's Renovation Project – see footnote 2.

<sup>2</sup>In 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.

<sup>3</sup>The Library District is in the process of making substantial capital improvements (Renovation Project). The Renovation Project will extend beyond the 2019-2020 fiscal year. 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.

<sup>4</sup>Represents audited balances, not including real estate tax revenues received in 2019 from the Levy Ordinance filed in 2018.

**SECTION 3.** Funds in the total amount of \$46,933,000 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 11, 2019 by a vote of:

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

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