



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

**TENTATIVE ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025**

The Tentative Budget and Appropriation Ordinance for the St. Charles Public Library District, Kane and DuPage Counties, Illinois, for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

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, 2024 and ending June 30, 2025.

Corporate Fund/General Fund

	<u>Budget</u>	<u>Appropriation</u>
<u>Library Materials</u>		
Books	\$ 362,000	\$ 450,000
Audio Visual	\$ 81,000	\$ 150,000
Downloadable Material	\$ 328,000	\$ 375,000
Electronic Resources	\$ 500,000	\$ 675,000
Periodicals	\$ 21,750	\$ 35,000
Beyond Books	\$ 10,000	\$ 20,000
Microform	\$ 0	\$ 5,000
Material Repair	\$ 200	\$ 1,000
Material Refund	\$ 2,500	\$ 5,000
Cataloging	\$ 0	\$ 1,000
 <u>Supplies and Programs</u>		
Library Supplies	\$ 71,000	\$ 150,000
Postage	\$ 31,770	\$ 50,000
Printing	\$ 44,900	\$ 145,000
Furniture	\$ 79,611	\$ 135,000
Public Programs	\$ 87,500	\$ 150,000
Technology	\$ 455,835	\$ 880,000

TENTATIVE ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025

Administration

Administrative Fees	\$ 44,410	\$ 120,000
Employee Insurance	\$ 600,000	\$ 700,000
Professional Development	\$ 77,627	\$ 95,000
Professional Services	\$ 172,000	\$ 975,000
Library Vehicles	\$ 4,000	\$ 50,000
Facilities Improvements	\$ 24,500	\$ 165,000
Debt Certificates, Series 2019	\$ 499,450	\$ 550,000
Inter-fund Transfers	\$ 0	\$1,000,000

Personnel

Salaries	\$ 4,850,000	\$ 5,250,000
----------	--------------	--------------

Other Operating

Friends Expenses	\$ 21,200	\$ 50,000
Foundation Expenses	\$ 99,145	\$ 150,000
Grant Expense	\$ 0	\$ 600,000
Total	\$ 8,468,398	\$ 12,932,000

Building and Equipment (.02% Special Tax)

Maintenance	\$ 57,500	\$ 300,000
Electricity	\$ 105,000	\$ 250,000
Heat	\$ 29,000	\$ 75,000
Water	\$ 8,000	\$ 25,000
Telephone	\$ 5,000	\$ 25,000
Contractual Maintenance	\$ 98,705	\$ 400,000
Equipment	\$ 0	\$ 200,000
Facilities Improvement	\$ 36,000	\$ 700,000
Total	\$ 339,205	\$ 1,975,000

IMRF/Social Security (Special Tax)

IMRF	\$ 510,000	\$ 800,000
Social Security/FICA	\$ 370,000	\$ 500,000

Liability Insurance (Special Tax)

Liability Insurance	\$ 105,944	\$ 200,000
---------------------	------------	------------

Audit (Special Tax)

Audit	\$ 20,700	\$ 25,000
-------	-----------	-----------

**TENTATIVE ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025**

Other

Gift & Special Trustee Fund	\$ 18,200	\$ 35,000
Special Reserve	\$ 15,000	\$ 1,000,000
Total Other	\$ 33,200	\$ 1,035,000

Summary

Corporate/General Building & Equipment (Special Tax)	\$ 8,468,398	\$ 12,932,000
IMRF/Social Security (Special Tax)	\$ 339,205	\$ 1,975,000
Liability Insurance (Special Tax)	\$ 880,000	\$ 1,300,000
Audit (Special Tax)	\$ 105,944	\$ 200,000
Other	\$ 20,700	\$ 25,000
Total Appropriation	\$ 33,200	\$ 1,035,000
	\$ 9,847,447	\$ 17,467,000

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

- a. The estimated cash on hand at the beginning of the fiscal year is \$2,763,288.
- b. The estimated cash expected to be received/appropriated during the fiscal year from all sources is \$9,522,562.
- c. The estimated expenditures for the fiscal year are \$9,847,447.
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$2,438,403.
- e. The estimated amount of taxes to be received by St. Charles Public Library District during the fiscal year is \$9,037,531.
- f. The estimated amount of income to be received from sources other than library taxes for the fiscal year is \$485,031.

SECTION 3. Funds in the total amount of \$17,467,000 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.

**TENTATIVE ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025**

Passed by the Board of Library Trustees of the St. Charles Public Library District, Kane and DuPage Counties, Illinois, on September 11, 2024 by a vote of:

AYES: **TO BE VOTED ON 9-11-24**

NAYS:

ABSENT:

ABSTAINING:

APPROVED:

TO BE VOTED ON 9-11-24

Robert T. Gephart, President

The Board of Library Trustees

(SEAL)

ATTEST:

TO BE VOTED ON 9-11-24

Mary Kruse, Secretary

The Board of Library Trustees

**TENTATIVE ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025**

CERTIFICATE

I, Mary Kruse, 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, 2024 - JUNE 30, 2025", is a true correct copy of said ordinance which was presented, passed, and recorded by said Board at their Board meeting on September 11, 2024, by a vote of:

AYES: **TO BE VOTED ON 9-11-24**

NAYS:

ABSENT:

ABSTAINING:

DATED this 11th day of September 2024.

(SEAL)

DRAFT – Not to be Signed

Mary Kruse

Secretary, Board of Trustees

St. Charles Public Library District

**TENTATIVE ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025**

A copy of this ordinance in tentative form is available for public inspection at the Library for thirty (30) days, and notice of said hearing has been given by posting for thirty (30) days and by publication in a newspaper published within the District in substantially the following form:

**THE BOARD OF LIBRARY TRUSTEES OF THE
ST. CHARLES PUBLIC LIBRARY DISTRICT
KANE AND DUPAGE COUNTIES, ILLINOIS**

Public notice is hereby given that a public hearing will be held on the proposed Annual Budget and Appropriation Ordinance, for the fiscal year July 1, 2024 to June 30, 2025, at the following time and place:

September 11, 2024 at 6:45 p.m.
St. Charles Public Library
One South Sixth Avenue
St. Charles, Illinois, 60174

The said ordinance in tentative form shall be available for public inspection for at least thirty (30) days prior thereto at said Library during regular library hours, and on the Library's website.

Dated this 12th day of June, 2024.



Mary Kruse
Secretary, Board of Trustees
St. Charles Public Library District

(SEAL)