



ORDINANCE NO. O-01-24

ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS  
OF GLENSIDE PUBLIC LIBRARY DISTRICT, DUPAGE COUNTY, ILLINOIS  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025

**WHEREAS**, the Board of Library Trustees for the Glenside Public Library District, DuPage County, Illinois, caused to be prepared in tentative form a Budget and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty (30) days prior to final action thereon; and

**WHEREAS**, a public hearing was held as to such Budget on the 22nd day of August, 2024, and notice of said hearing was given at least thirty (30) days prior thereto as required by law, and all other legal requirements have been complied with.

**NOW, THEREFORE**, Be It Ordained by the Board of Library Trustees of the Glenside Public Library District, DuPage County, Illinois, as follows:

**Section 1:** That the fiscal year of this Public Library District is hereby fixed to begin on July 1, 2024, and end on June 30, 2025.

**Section 2:** That the following Budget containing an estimate of the amount available and expenditures and the appropriations contained therein be and the same is hereby adopted as the Budget and Appropriations for this Public Library District for this fiscal year; and the sum of \$4,709,920 or as much thereof as may be authorized by law, is hereby appropriated for the purpose of the Glenside Public Library District, as hereinafter specified for said fiscal year.

**PART I**

**Estimated Revenue Available**

<b>Item 1:</b>	Balance on hand as of July 1, 2024	<b>\$ 4,793,897</b>
<b>Item 2:</b>	Estimate of receipts during current fiscal year from library district levy of 2024 and prior years, and receipts from other sources such as fines, rentals, donations and personal property replacement taxes.	<b>\$ 4,197,833</b>
<b>Item 3:</b>	Estimate of the expenditures for the fiscal year 2024-25.	<b>\$ 3,959,246</b>
<b>Item 4:</b>	Estimated cash expected to be on hand as of June 30, 2025	<b>\$ 5,032,484</b>

**PART II**  
**Estimated Expenditures – Library (Corporate) Fund**

ACCOUNT	APPROPRIATED	BUDGETED
<b>Personnel</b>		
1. Salaries	\$ 2,108,860	\$ 1,917,146
2. Group Medical Insurance	\$ 329,400	\$ 274,500
3. Staff Training, Travel & Recognition	<u>\$ 11,825</u>	<u>\$ 10,750</u>
	<b>\$ 2,450,085</b>	<b>\$ 2,202,396</b>
<b>Programs &amp; Library Materials</b>		
4. Public Information & Library Publications	\$ 53,900	\$ 49,000
5. Public Programs & Community Outreach	\$ 83,050	\$ 75,500
6. Library Materials – Print	\$ 153,340	\$ 139,400
7. Library Materials – Audio/Visual	\$ 63,525	\$ 57,750
8. Library Materials – Digital Items & Online Services	<u>\$ 123,200</u>	<u>\$ 112,000</u>
	<b>\$ 477,015</b>	<b>\$ 433,650</b>
<b>Operations</b>		
9. Department & Office Supplies	\$ 40,700	\$ 37,000
10. Professional Services (Legal, Accounting, Payroll, etc..)	\$ 40,975	\$ 37,250
11. Technology Hardware, Software and Support	\$ 121,000	\$ 110,000
12. Materials Processing & Automation	<u>\$ 73,700</u>	<u>\$ 67,000</u>
	<b>\$ 276,375</b>	<b>\$ 251,250</b>
<b>Building &amp; Maintenance</b>		
13. Custodial Supplies	\$ 30,250	\$ 27,500
14. Building & Equipment Repair/Replacement	\$ 27,720	\$ 25,200
15. Capital Improvements	\$ 400,000	\$ 100,000
16. Property Insurance	\$ 28,600	\$ 26,000
17. Utilities	\$ 151,250	\$ 137,500
18. Debt Service	<u>\$ 365,200</u>	<u>\$ 332,000</u>
	<b>\$ 1,003,020</b>	<b>\$ 648,200</b>
<b>Other</b>		
18. Contingency	<u>\$ 10,000</u>	<u>\$ 0</u>
	<b>\$ 10,000</b>	<b>\$ 0</b>
<b>TOTAL CORPORATE EXPENDITURES</b>	<b>\$ 4,216,495</b>	<b>\$ 3,535,496</b>

The foregoing appropriations are appropriated from the general property tax for corporate purposes.

**PART III**  
**Estimated Expenditures – Social Security (FICA) Fund**

	<b>APPROPRIATED</b>	<b>BUDGETED</b>
Social Security (FICA) payments	\$ 150,150	\$ 136,500
<b>TOTAL</b>	<b>\$ 150,150</b>	<b>\$ 136,500</b>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax to pay the Library District's contributions to Social Security and is in addition to all other library district taxes as provided by law.

**PART IV**  
**Estimated Expenditures – Illinois Municipal Retirement Fund**

	<b>APPROPRIATED</b>	<b>BUDGETED</b>
Illinois Municipal Retirement Fund payments	\$ 121,000	\$ 110,000
<b>TOTAL</b>	<b>\$ 121,000</b>	<b>\$ 110,000</b>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax to pay the Library District's contributions to the Illinois Municipal Retirement Fund and is in addition to all other library district taxes as provided by law.

**PART V**  
**Estimated Expenditures – Unemployment Compensation Insurance Fund**

	<b>APPROPRIATED</b>	<b>BUDGETED</b>
Unemployment Compensation Insurance payments	\$ 2,475	\$ 2,250
<b>TOTAL</b>	<b>\$ 2,475</b>	<b>\$ 2,250</b>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for unemployment compensation insurance purposes and is in addition to all other library district taxes as provided by law.

**PART VI**  
**Estimated Expenditures – Workers' Compensation Insurance Fund**

	<b>APPROPRIATED</b>	<b>BUDGETED</b>
Workers' Compensation payments	\$ 8,800	\$ 8,000
<b>TOTAL</b>	<b>\$ 8,800</b>	<b>\$ 8,000</b>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for workers' compensation insurance and is in addition to all other library district taxes as provided by law.

**PART VII**  
**Estimated Expenditures – Liability Insurance Fund**

	<b>APPROPRIATED</b>	<b>BUDGETED</b>
Liability Insurance payments	\$ 7,000	\$ 0
<b>TOTAL</b>	<b>\$ 7,000</b>	<b>\$ 0</b>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for liability insurance purposes and is in addition to all other library district taxes as provided by law.

**PART VIII**  
**Estimated Expenditures – Audit Expense Fund**

	APPROPRIATED	BUDGETED
Audit Expense Payments	\$ 50,000	\$ 27,000
<b>TOTAL</b>	<b>\$ 50,000</b>	<b>\$ 27,000</b>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for audit expense purposes and is in addition to all other library district taxes as provided by law.

**PART IX**  
**Estimated Expenditures – Purchase, Construction, Maintenance, and Repair of Sites and Buildings Fund**

	APPROPRIATED	BUDGETED
Building, Repair and Maintenance Expenses	\$ 154,000	\$ 140,000
<b>TOTAL</b>	<b>\$ 154,000</b>	<b>\$ 140,000</b>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for the purposes of the purchase of sites and buildings, the construction and equipment of buildings, for maintenance, repairs, and alterations of library buildings and equipment and is in addition to all other library district taxes as provided by law.

**PART X**  
**Estimated Expenditures – Special Reserve Fund**

The Board or Library Trustees has by ordinance established a specific fund to be accumulated from the unexpended balance of the proceeds received from library taxes levied for the year 1985 and subsequent years. Said Special Reserve Fund shall be accumulated and set aside for library purposes in accordance with Chapter 75, Act 16, Section 40-50 of the Illinois Compiled Statutes.

	APPROPRIATED	BUDGETED
Library Building and Grounds	\$ 0	\$ 0
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 0</b>

<b><u>Fund</u></b>	<b><u>RECAPITULATION</u></b>	
	APPROPRIATED	BUDGETED
LIBRARY (CORPORATE) FUND	\$ 4,216,495	\$ 3,535,496
SOCIAL SECURITY (FICA) FUND	\$ 150,150	\$ 136,500
ILLINOIS MUNICIPAL RETIREMENT (IMRF) FUND	\$ 121,000	\$ 110,000
UNEMPLOYMENT COMPENSATION INSURANCE FUND	\$ 2,475	\$ 2,250
WORKERS' COMPENSATION INSURANCE FUND	\$ 8,800	\$ 8,000
LIABILITY INSURANCE FUND	\$ 7,000	\$ 0
AUDIT EXPENSE FUND	\$ 50,000	\$ 27,000
BUILDING AND REPAIR FUND	\$ 154,000	\$ 140,000
SPECIAL RESERVE FUND	\$ 0	\$ 0
<b>TOTALS</b>	<b>\$ 4,709,920</b>	<b>\$ 3,959,246</b>

**Section 3:** That a Working Cash Fund has been established by Ordinance of the Board of Library Trustees pursuant to Section 30-95 of the Public Library District Act of 1991 and funds accumulated therein which currently totals \$104,354 shall not be deemed a current asset of the District.

**Section 4:** That the Secretary is hereby directed to file a certified copy of this Ordinance with the County Clerk of DuPage County within the time specified by law.

**Section 5:** That this Ordinance shall be in full force and effect from and after its passage as required by law.

**ADOPTED** this 22nd day of August, 2024, pursuant to a roll call vote as follows:

**AYES:** *Baldwin, Barreras, Breede, Hieronymus, Maes, Milnes*

**NAYS:** *None*

**ABSENT:** *Mortoja*

**APPROVED** by the Board of Library Trustees this 22nd day of August, 2024.

*Isabelle Baldwin*

Isabelle Baldwin, President  
Board of Library Trustees of the Glenside  
Public Library District

ATTEST:

*Christine Maes*

Christine Maes, Secretary  
Board of Library Trustees of the Glenside  
Public Library District