

**ORDINANCE 2021-08-25  
(B&A Ordinance)**

An ordinance adopting a combined annual budget and appropriating such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Sugar Grove Public Library District, Kane County, Illinois, for the fiscal year beginning July 1, 2021 and specifying the objects and purposes for which such appropriations are made and the amount appropriated for each object or purpose.

BE IT ORDAINED by the Board of Library Trustees of the Sugar Grove Public Library District as follows:

SECTION 1: The following is the Annual Budget and Appropriation for The Sugar Grove Public Library District for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

|  | <b>Budget</b>    | <b>Appropriation</b> |
|--|------------------|----------------------|
| <b>1. General Fund / Corporate Fund</b>                      |                  |                      |
| <b><u>A. Library Materials and Programming</u></b>           |                  |                      |
| Per Capita Grant   | 19,000.00        | 23,500.00            |
| Adult Materials (Physical and Electronic)                    | 37,000.00        | 50,000.00            |
| Teen Materials (Physical and Electronic)                     | 8,000.00         | 12,000.00            |
| Children's Materials (Physical and Electronic)               | 16,500.00        | 25,000.00            |
| Newspapers Magazines and Periodicals                         | 2,700.00         | 3,000.00             |
| Program Performers and Supplies                              | 6,500.00         | 10,000.00            |
| Materials Administration and Supplies                        | 2,000.00         | 5,000.00             |
| <i>Subtotal Materials</i>                                    | <i>91,700.00</i> | <i>128,500.00</i>    |
| <b><u>B. General Administration / Facility / Grounds</u></b> |                  |                      |
| <b>General Operational</b>                                   |                  |                      |
| Utilities  | 40,000.00        | 48,000.00            |
| Telecommunications   | 9,200.00         | 12,000.00            |
| Supplies   | 3,500.00         | 6,000.00             |
| Postage  | 300.00           | 600.00               |
| PR / Advocacy/ Public Information                            | 3,500.00         | 5,000.00             |
| Library Memberships & Development                            | 1,000.00         | 2,000.00             |
| Other Expenses (misc, nicities)                              | 1,000.00         | 1,000.00             |
| <b>Building and Grounds</b>                                  |                  |                      |
| Building Maintenance   | 15,000.00        | 20,000.00            |
| Custodial / Waste Removal                                    | 13,500.00        | 16,000.00            |
| Equipment Maintenance  | 9,000.00         | 15,000.00            |
| Grounds / Parking Lot  | 4,000.00         | 10,000.00            |

|   |                     |                     |
|---|---------------------|---------------------|
| Lawn Care / Snow Removal                              | 15,500.00           | 16,000.00           |
| Furniture / Equipment                                 | 2,500.00            | 5,000.00            |
| <b>Technology / Automation</b>                        |                     |                     |
| Computer / Server Equipment                           | 7,000.00            | 14,000.00           |
| Software / License /Subscriptions                     | 7,500.00            | 12,000.00           |
| <b>Contractual Services</b>                           |                     |                     |
| Consortium / Bibliographic Support                    | 18,500.00           | 21,000.00           |
| Copier / Printer Leasing & Supplies                   | 4,000.00            | 7,500.00            |
| Consultants - Outside Help                            | 500.00              | 10,000.00           |
| Legal Counsel   | 1,000.00            | 25,000.00           |
| Accounting / Audit                                    | 11,000.00           | 12,000.00           |
| Bank Fees and Merchant Charges                        | 300.00              | 1,000.00            |
| <b>Liability Insurance</b>                            |                     |                     |
| General Liability Insurance                           | 12,000.00           | 13,000.00           |
| Other Liability Insurance                             | 2,750.00            | 5,000.00            |
| <b>Contingency</b>                                    | 0.00                | 10,000.00           |
| <i>Subtotal Operations, Admin, Facilities</i>         | <i>182,550.00</i>   | <i>287,100.00</i>   |
| <b><u>C. Personnel</u></b>                            |                     |                     |
| Salaries  | 390,698.00          | 420,000.00          |
| Health Reimbursement                                  | 22,000.00           | 20,000.00           |
| Payroll Taxes/SS                                      | 28,000.00           | 35,000.00           |
| Life Insurance / Misc Benefits                        | 2,000.00            | 2,500.00            |
| Professional Development / Training                   | 3,000.00            | 6,000.00            |
| <i>Subtotal Personnel Costs</i>                       | <i>445,698.00</i>   | <i>483,500.00</i>   |
| <b>2. Bond Debt Repayment</b>                         | 789,000.00          | 800,000.00          |
| <b>3. Restricted Expenses</b>                         |                     |                     |
| Transfer to Savings                                   | 0.00                | 10,000.00           |
| <b>4. Special Reserve Expenses (75 ILCS 16/40-50)</b> | 86,000.00           | 150,000.00          |
| <b>Totals</b>   | <b>1,594,948.00</b> | <b>1,859,100.00</b> |

**SECTION 2: As part of the Annual Budget, it is stated:**

- a) a. That the cash on hand at the beginning of the fiscal year is **1,070,513.00**
- b) b. That the estimated cash expected to be received during the fiscal year from all sources is \$1,594,249
- c) c. That the estimated expenditures from the fiscal year are \$1,504,448.00
- d) That the estimated cash expected to be on hand at the end of the fiscal year is 197,314.
- e) d. That the estimated amount of taxes to be received by THE SUGAR GROVE PUBLIC LIBRARY DISTRICT during the fiscal year is \$1,468,998
- f) That the estimated amount of income to be received from sources other than library taxes for the fiscal year is \$125,251.

SECTION 4: The receipts and revenues of the said SUGAR GROVE PUBLIC LIBRARY DISTRICT derived from sources other than taxation and specifically appropriated, and all unexpected balances from the preceding fiscal year not required for the purpose for which they were appropriated and levied may be transferred to and become part of the Special Reserve Fund (75 ILCS 16/40-50)

SECTION 5: This Ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED by the Board of Library Trustees this 25<sup>th</sup> day of August, 2021 by a vote of:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstaining: \_\_\_\_\_

APPROVED:

\_\_\_\_\_

President

ATTEST:

\_\_\_\_\_

Secretary

(seal)

(SEAL)