



# Warrenville Public Library District

## FY13 Working Budget (7/1/12 – 6/30/13)

*Approved by Library Board of Trustees June 20, 2012*

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INCOME SUMMARY (for all accounts)										
	FY12/13 Budget		Notes for FY12/13 Budget	vs FY11 budget	FY09/10 Actual		FY10/11 Actual		FY11/12 Budget	FY11/12 Projected
Income										
Taxes Levied	1,590,815			3%	1,085,008		1,090,468		1,551,332	1,549,061
Copier	6,500			18%	5,451		5,357		5,500	6,600
Fines	22,000			0%	19,940		22,121		22,000	21,000
Fees	500			0%	528		484		500	750
Interest	1,050		declining fund balance, declining rates	-66%	9,650		2,857		3,100	1,000
Book & Bag Sales	3,000			0%	1,946		2,402		3,000	2,800
Lost Books	3,000			-25%	2,653		3,820		4,000	2,700
Gifts & Memorials	10,000			0%	4,224		4,485		10,000	5,950
Miscellaneous	4,000		includes coffee income	60%	3,473		5,561		2,500	3,600
Hotel/Motel Tax Grant	17,500			-13%	15,390		20,569		20,000	18,000
Per Capita Grant	13,900		per award letter	1%	16,167		13,645		13,700	13,675
Grants Miscellaneous	-				1,300		-		-	-
LSTA Grants	-				-		-		-	-
Developer Donations	-				-		-		-	-
TOTAL	1,672,265			2%	1,165,730		1,171,769		1,635,632	1,625,136

**INCOME NOTES:**

**Property Tax Income:** Taxable EAV decreased \$37,484,881 to \$493,430,035. The total value of new construction was \$4,959,080. The District's EAV inclusive of TIF #2 Properties is now \$504,103,965. The District's tax rate increased to 0.3224. (Last Year was 0.2922)

Most other income lines based on prior year trends

<b>EXPENDITURE SUMMARY (for all accounts)</b>							
	<b>FY12/13 Budget</b>	<b>Notes for FY12/13 Budget</b>	<b>vs FY12 budget</b>	<b>FY09/10 Actual</b>	<b>FY10/11 Actual</b>	<b>FY11/12 Budget</b>	<b>FY11/12 Projected</b>
<b>EMPLOYEE EXPENSES</b>	<b>951,750</b>		6%	<b>767,309</b>	<b>850,600</b>	<b>894,200</b>	<b>896,700</b>
Salaries	764,000	First draft assumes maximum 2.5% merit increase for all staff; adds flexible staffing time for all part-time employees to be used for library committee work, field trips to libraries (strategic plan task) and staff meetings; No new employees, but additional department hours as follows: Circulation 650 annual hours (miscalculated staff hours last year); Adult Services 26 annual hours (allows PT Assistant to work average of two full evening shifts per week); Technical Services 364 annual hours (for special projects such as DVD cleaning, MPAA ratings in catalog, and increased collection maintenance activities)	6%	623,106	691,649	721,000	722,000
IMRF	83,000	Adds 1 existing PT tech services employee to IMRF due to increased annual hours; July-Dec = 12.70%; Jan-Jun = 13.14%	14%	57,140	67,275	73,000	76,600
FICA	59,000	7.65% of gross wages	7%	46,529	51,354	55,000	53,600
Unemployment	1,750	0.43% on the first \$13,560 earned by each employee in the calendar year.	46%	753	1,058	1,200	1,300
Workers Compensation	4,000		-20%	3,221	4,119	5,000	3,500
Health Insurance	40,000	Includes only eligible, participating employees; no rate increase this year. Adds fees for AFLAC FSA plan.	3%	36,560	35,145	39,000	39,700

	<b>FY12/13 Budget</b>	<b>Notes for FY12/13 Budget</b>	<b>vs FY12 budget</b>	<b>FY09/10 Actual</b>	<b>FY10/11 Actual</b>	<b>FY11/12 Budget</b>	<b>FY11/12 Projected</b>
<b>OPERATING EXPENSES</b>	<b>31,650</b>		7%	<b>18,176</b>	<b>22,269</b>	<b>29,550</b>	<b>21,700</b>
Microfilming	1,000	microfilming of local newspaper(s)	18%	109	-	850	-
Tech Processing	8,500	processing supplies (6000); disc cleaning supplies (2500)	4%	4,557	5,747	8,200	7,300
Circ Processing	3,650	Library Cards (2500); Notice envelopes (500); ILL Labels (300); Receipt paper (200); Misc. (150)	143%	1,745	3,108	1,500	1,500
Postage	6,000	Newsletter postage (1500); Circulation Notices (2500); all other postage (2000)	-14%	4,494	4,570	7,000	4,400
Office Supplies	4,000		14%	3,005	3,283	3,500	3,500
Bank Fees	500	Epay credit card transaction fees	0%	-	-	500	400
Automation Supplies	5,000	Toner & ink jet cartridges (4500); misc. supplies (compressed air, cleaning supplies, backup tapes, cleaning tapes, etc.) (500)	0%	2,153	3,284	5,000	2,400
Publishing	3,000	Legal notices	0%	2,113	2,277	3,000	2,200

	<b><i>FY12/13 Budget</i></b>	<b><i>Notes for FY12/13 Budget</i></b>	<b><i>vs FY12 budget</i></b>	<b><i>FY09/10 Actual</i></b>	<b><i>FY10/11 Actual</i></b>	<b><i>FY11/12 Budget</i></b>	<b><i>FY11/12 Projected</i></b>
<b>FURNITURE/EQUIP EXPENSES</b>	<b>7,050</b>		8%	<b>10,448</b>	<b>25,537</b>	<b>6,500</b>	<b>8,650</b>
Furniture/Equipment Purchases	3,050	Copier lease (computer print station) (1400); Book cart for returns in Youth Easy Fiction area (350); Replacement chair for Circ Department (300); General Misc. (1000)	22%	7,530	22,007	2,500	4,150
Furniture/Equipment Maintenance	4,000	Per print charges for staff and public copiers	0%	2,918	3,530	4,000	4,500

**ADDITIONAL NOTES:**

**Furniture/Equip** – In FY11, signed 3–year lease for color copier/printer that is connected to public computers. This lease includes maintenance costs and supplies (toner).

	<b>FY12/13 Budget</b>	<b>Notes for FY12/13 Budget</b>	<b>vs FY12 budget</b>	<b>FY09/10 Actual</b>	<b>FY10/11 Actual</b>	<b>FY11/12 Budget</b>	<b>FY11/12 Projected</b>
<b>AUTOMATION EXPENSES</b>	<b>82,280</b>		23%	<b>62,552</b>	<b>42,336</b>	<b>66,900</b>	<b>47,300</b>
Software	8,580	OCLC (1200); WebDewey (300); B&T Title Source (1200); Website/Nodeworks/Adobe Creative Suite 6 (750); Constant Contact (600); RDA Toolkit (500); Library Elf (330); Quickbooks 2010 (50); Acrobat X (300); Boopsie Self Check add-on Integration Fee (800); Evanced Summer Reader (550); Misc (2000)	-34%	16,386	4,564	13,000	7,600
Hardware Purchases	28,800	Patron Supplies (500); Telephone equip. (500); File/Email/Web server replacement with separation & virtualization (20000); 6 replacement monitors (900); Replacement 24-port switch (600); Spare receipt printer (350); 2 Replacement barcode scanners (300); Replacement printer for AS Work area (1000); 16GB iPad 2 Wi-fi and accessories for staff use (650); Misc. keyboards, mice, eReaders & tablets; (2000); Misc. (2000)	99%	25,224	3,795	14,500	7,200
Maintenance/Contracts	44,900	Horizon (24000); PC Res & Pcounter (3500); Migration of PC Res, etc. to new server by TBS (1200); Network Consultant (3800); Server Maintenance (1500); ICN Router (300); Website Consultant - Weblynx (2000); Symantec Mail Security (600); Evanced (1000); Sonicwall Firewall 3-year contract (2500); Boopsie Mobile App (2800); Boopsie self check (600);Boopsie App Dev. License (100); Misc. (1000)	14%	20,942	33,977	39,400	32,500

**ADDITIONAL NOTES:**

**Automation Software** – Includes annual subscriptions for web-based staff resources; also fee for implementation of Boopsie (library app) self-check feature.

**Hardware Purchases** – Patron supplies includes flash drives and headphones that are sold to patrons at cost. Server replacement includes both hardware and installation by Computers for Business.

	<i><b>FY12/13 Budget</b></i>	<i><b>Notes for FY12/13 Budget</b></i>	<i><b>vs FY12 budget</b></i>	<i><b>FY09/10 Actual</b></i>	<i><b>FY10/11 Actual</b></i>	<i><b>FY11/12 Budget</b></i>	<i><b>FY11/12 Projected</b></i>
<b>INSURANCE EXPENSES</b>	<b>24,000</b>		-10%	<b>24,179</b>	<b>23,123</b>	<b>26,530</b>	<b>19,880</b>
Package	19,500		-11%	20,239	19,209	22,000	15,500
Officers & Directors	2,500		0%	2,169	2,231	2,500	2,350
Umbrella	1,000	-	0%	871	783	1,000	1,000
Bonds	1,000	Treasurer (800K); Director (100K); Admin Assist (100K)	-3%	900	900	1,030	1,030

	<b><i>FY12/13 Budget</i></b>	<b><i>Notes for FY12/13 Budget</i></b>	<b><i>vs FY12 budget</i></b>	<b><i>FY09/10 Actual</i></b>	<b><i>FY10/11 Actual</i></b>	<b><i>FY11/12 Budget</i></b>	<b><i>FY11/12 Projected</i></b>
<b>PROF. DEV'T STAFF</b>	<b>20,000</b>		35%	<b>12,936</b>	<b>11,241</b>	<b>14,850</b>	<b>9,500</b>
Staff Miscellaneous	1,000	Cards, flowers, cakes, treats (500); Professional development collection (500)	0%	647	476	1,000	750
Staff Appreciation	2,250	Annual Dinner (2000); National Library Week Luncheon (250)	13%	1,847	1,930	2,000	2,000
Staff Tuition Reimbursement	1,500	Susan McQuaid (MLS)	#DIV/0!	774	-	-	-
Staff Dues	3,250	ILA – Director & Supervisors (700); ALA + 1 division – Director & Supervisors (1150); LACONI (100); Management Association of IL (800); NTEN (225); COSUGI (100); Chamber (150); Historical Society (25)	5%	2,112	2,466	3,100	2,600
Staff Meetings	8,300	Admin (850); IT (250); Adult Services (1000); Youth Services (975); Staff In Service Trip to ALA Exhibits (1325); Friday Field Trips (1500); Circulation (700); Tech Services (700); Misc. (1000)	14%	4,563	5,172	7,250	2,250
Staff Transportation	3,700	General mileage reimbursement (1700); Bus to ALA Exhibits (1000); Friday Field Trips (1000)	147%	2,993	1,197	1,500	1,900

**ADDITIONAL NOTES:**

**Tuition Reimbursement:** Funds are available to reimburse one part-time employee (Susan McQuaid) for MLS studies.

**Staff Meetings/Travel:** For the ALA Conference in Chicago, 3 employees will attend the full conference; 2 employees will attend a single day)



	<i><b>FY12/13 Budget</b></i>	<i><b>Notes for FY12/13 Budget</b></i>	<i><b>vs FY12 budget</b></i>	<i><b>FY09/10 Actual</b></i>	<i><b>FY10/11 Actual</b></i>	<i><b>FY11/12 Budget</b></i>	<i><b>FY11/12 Projected</b></i>
<b>PROF. DEV'T TRUSTEES</b>	<b>2,365</b>		-7%	<b>3,847</b>	<b>1,111</b>	<b>2,550</b>	<b>1,600</b>
Trustee Dues	600	ILA all trustees	0%	559	225	600	450
Trustee Meetings	1,065	LACONI/RAILS meetings (750); Staff In Service Trip to ALA Exhibits for all trustees (315)	7%	2,190	523	1,000	800
Trustee Transportation	200		0%	432	-	200	100
Trustee Miscellaneous	500	cards, flowers, cakes, treats, meeting supplies	-33%	666	363	750	250

**ADDITIONAL NOTES:**

Includes funds for all trustees to participate in the staff in-service trip to the ALA Conference Exhibits in June/July 2013.

	<b><i>FY12/13 Budget</i></b>	<b><i>Notes for FY12/13 Budget</i></b>	<b><i>vs FY12 budget</i></b>	<b><i>FY09/10 Actual</i></b>	<b><i>FY10/11 Actual</i></b>	<b><i>FY11/12 Budget</i></b>	<b><i>FY11/12 Projected</i></b>
<b>CONTRACTUAL</b>	<b>51,200</b>		-30%	<b>24,061</b>	<b>49,118</b>	<b>73,600</b>	<b>39,275</b>
Attorney	20,000		-20%	11,000	20,617	25,000	7,200
Accounting	9,200	Accounting Services (4800); Paylocity Webpay (2700); Paylocity WebTime (700)	7%	7,056	7,224	8,600	8,000
Collection Agency	1,500	increased based on trends	50%	940	1,164	1,000	1,300
Audit	5,500	per proposal from Sikich	-8%	5,065	5,165	6,000	5,825
Consultants	15,000	architect and engineering costs for rooftop AC unit project	-55%	-	14,948	33,000	16,950

	<i><b>FY12/13 Budget</b></i>	<i><b>Notes for FY12/13 Budget</b></i>	<i><b>vs FY12 budget</b></i>	<i><b>FY09/10 Actual</b></i>	<i><b>FY10/11 Actual</b></i>	<i><b>FY11/12 Budget</b></i>	<i><b>FY11/12 Projected</b></i>
<b>LIBRARY MATERIALS</b>	<b>210,000</b>		0%	<b>204,657</b>	<b>200,928</b>	<b>210,000</b>	<b>210,950</b>
Adult Print	72,500		0%	75,732	70,928	72,500	80,900
Youth Print	37,000		0%	35,585	34,142	37,000	38,650
Adult AV	29,500		0%	26,307	27,661	29,500	27,000
Youth AV	10,000		0%	8,770	10,407	10,000	9,200
Periodicals	13,000		-7%	13,056	12,780	14,000	12,600
Internet Subscriptions	48,000	online databases, tutorials, eBooks & eAudiobooks	2%	45,207	45,010	47,000	42,600

**ADDITIONAL NOTES:**

Expenditures for Library Materials remain the same as in the FY12 budget. These line items represent approximately 12.5% of this budget draft, still above the state recommended 12%. (When capital projects are excluded, Library Materials are 13.2% of the operating budget.)

	<b>FY12/13 Budget</b>	<b>Notes for FY12/13 Budget</b>	<b>vs FY12 budget</b>	<b>FY09/10 Actual</b>	<b>FY10/11 Actual</b>	<b>FY11/12 Budget</b>	<b>FY11/12 Projected</b>
<b>PUBLIC SERVICES</b>	<b>45,850</b>		-13%	<b>41,843</b>	<b>46,253</b>	<b>52,600</b>	<b>44,050</b>
Adult Programming	5,500		0%	3,001	4,721	5,500	4,700
Youth Programming	7,500	Youth Services (5,500); Young Adult (2,000)	0%	6,993	7,427	7,500	7,200
Hotel/Motel Grant Expenses	18,500		-30%	18,433	21,685	26,500	22,300
Refunds	500		0%	433	726	500	300
Printing	8,100	Newsletter (6900); Library card applications (200); Misc. (1000)	-6%	7,802	6,539	8,600	5,700
Night Owl Reference	-	-		-	-	-	-
PR/Publicity	3,950	Includes National Library Week (250); Library Card Sign Up Month (250); Pens (400); Newspaper display ads - 1/quarter (1000); Community Directory Ad (250); Parade Giveaways (500); Bookmarks (300); Other giveaways & misc. (1000)	32%	4,081	2,842	3,000	2,350
Miscellaneous	1,800	Coffee supplies (1500); Green Team recycling center (300)	80%	1,100	2,313	1,000	1,500

**ADDITIONAL NOTES:**

Decrease in **Hotel/Motel** expenditures to reflect that the program will be managed by existing library staff.

Increase in **PR/Publicity** for additional promotional/giveaway items.

The Green Team has proposed a "recycling center" for items like eyeglasses, toner cartridges, cell phones, etc. and would like to purchase special bins for this purpose.

	<i><b>FY12/13 Budget</b></i>	<i><b>Notes for FY12/13 Budget</b></i>	<i><b>vs FY12 budget</b></i>	<i><b>FY09/10 Actual</b></i>	<i><b>FY10/11 Actual</b></i>	<i><b>FY11/12 Budget</b></i>	<i><b>FY11/12 Projected</b></i>
<b>UTILITIES</b>	<b>55,800</b>		-25%	<b>58,797</b>	<b>75,376</b>	<b>74,800</b>	<b>68,250</b>
Telephone	13,000	Telephone (3000); Internet (10000)	-7%	11,627	19,858	14,000	12,500
Gas	7,000	join Illinois Gas Consortium; lower rates	-30%	9,476	7,354	10,000	7,700
Electric	35,000	reduced rate for FY2013	-30%	37,122	47,564	50,000	47,400
Water	800	accommodates City's 25% rate increase	0%	572	600	800	650

	<b>FY12/13 Budget</b>	<b>Notes for FY12/13 Budget</b>	<b>vs FY12 budget</b>	<b>FY09/10 Actual</b>	<b>FY10/11 Actual</b>	<b>FY11/12 Budget</b>	<b>FY11/12 Projected</b>
<b>MAINTENANCE</b>	<b>175,615</b>		47%	<b>95,927</b>	<b>175,828</b>	<b>119,600</b>	<b>104,100</b>
Handyman (Contracted)	-			-	-	-	-
Maintenance (general)	-	-	-100%	23,835	23,031	25,000	13,700
Capital Improvement Projects	90,000	Rooftop AC Unit			14,119	12,000	9,300
Roof Replacement Project	-			-	66,833	-	-
Maintenance Contracts	37,215	Cleaning (19000); Quarterly tile scrub + tile machine scrub, grout & finish (2900); 1x Window Washing (725); Carpet Cleaning (2300); Aquariums (1440); Elevator contract (4400); 2x Elevator pressure test and city inspection (850); Pest control (600); Linoleum Cleaning (4000); Misc. (1000)	-5%	30,624	28,030	39,000	35,000
HVAC	5,500	Replace boiler pump (1500); General Maintenance (4000)	83%	6,216	2,507	3,000	7,900
Security Contracts	4,000	Fire alarm (500); Security alarm (1000); Fire extinguishers (500); Sprinklers (2000)	14%	2,864	2,679	3,500	5,000
Landscaping (indoor & outdoor)	9,400	Outside contract (2400); Mulch & renewed beds & plantings (3000) Inside contract (4000)	42%	7,182	6,822	6,600	11,000
Snow Removal	20,000		0%	18,852	22,750	20,000	15,400
Janitorial Supplies	1,500	includes toilet tissue, soap, hand towels	0%	1,567	1,227	1,500	1,300
Maintenance Supplies	8,000	Bulbs, ballasts	-11%	4,787	7,830	9,000	5,500

	<i><b>FY12/13 Budget</b></i>	<i><b>Notes for FY12/13 Budget</b></i>	<i><b>vs FY12 budget</b></i>	<i><b>FY09/10 Actual</b></i>	<i><b>FY10/11 Actual</b></i>	<i><b>FY11/12 Budget</b></i>	<i><b>FY11/12 Projected</b></i>
<b>GIFT EXPENDITURES</b>	<b>10,000</b>		0%	<b>3,484</b>	<b>4,624</b>	<b>10,000</b>	<b>4,000</b>
<b>CONTINGENCY</b>	<b>15,000</b>		50%	<b>6,464</b>	<b>3,716</b>	<b>10,000</b>	<b>6,200</b>
<b>TOTAL</b>	<b>1,682,560</b>		6%	<b>1,334,680</b>	<b>1,532,060</b>	<b>1,591,680</b>	<b>1,482,155</b>

FUND	Estimated Beginning Balance 7/1/12	Income Budgeted FY12/13	Expenses Budgeted FY12/13	Projected Year- End Balance 6/30/13	Income vs. Expenses
CORPORATE	57,500	1,424,016	1,362,195	119,321	61,821
FICA	6,800	53,290	59,000	1,090	(5,710)
IMRF	(8,700)	80,922	72,200	22	8,722
BUILDING/MAINT	(12,000)	98,686	85,615	1,071	13,071
AUDIT	150	5,427	5,500	77	(73)
LIABILITY	1,450	3,454	3,500	1,404	(46)
WORKERS COMP	(1,613)	4,440	2,800	27	1,640
UNEMPLOYMENT	1,000	1,480	1,750	730	(270)
ALBA LEMOS GIFT	23,500	50	-	23,550	50
SPECIAL RESERVE	118,000	-	90,000	28,000	(90,000)
WORKING CASH	225,550	500	-	226,050	500
DEVELOPER DONAT	-	-	-	-	-
TOTALS	411,637	1,672,265	1,682,560	401,342	(10,295)
Note: Cash on hand at year-end is approximately \$700,000 greater due to deferred property tax revenue.					
FUND BALANCE TARGETS	TARGET *		PROJECTED YEAR-END	DIFFERENCE	
Corporate + Special Funds (excludes Gift, Special Reserve & Developer Donation)	398,140		349,792	(48,348)	
*Target = 25% of Corporate & Special Fund expenditures					

FUND	Estimated Beginning Balance 7/1/13	Income Budgeted FY13/14	Expenses Budgeted FY13/14	Projected Year-End Balance 6/30/14	Income vs. Expenses
CORPORATE	119,321	1,613,100	1,539,536	192,885	73,564
FICA	1,090	-	1,090	-	(1,090)
IMRF	22	-	22	-	(22)
BUILDING/MAINT	1,071	101,647	88,183	14,534	13,463
AUDIT	77	-	77	-	(77)
LIABILITY	1,404	-	1,404	-	(1,404)
WORKERS COMP	27	-	27	-	(27)
UNEMPLOYMENT	730	-	730	-	(730)
ALBA LEMOS GIFT	23,550	51	-	23,601	51
SPECIAL RESERVE	28,000	-	-	28,000	-
WORKING CASH	226,050	505	-	226,555	505
DEVELOPER DONAT	-	-	-	-	-
TOTALS					84,233
Note: Cash on hand at year-end is approximately \$700,000 greater due to deferred property tax revenue.					
FUND BALANCE					
TARGETS		TARGET *	PROJECTED YEAR-END	DIFFERENCE	
Corporate + Special Funds		407,767	433,974	26,207	
(excludes Gift, Special Reserve & Developer Donation)					
*Target = 25% of Corporate & Special Fund expenditures					
difference is transferred to Sp. Reserve					

ADDITIONAL NOTES:

In September 2011, the Board discussed consolidation of funds to simplify accounting procedures and would reduce the risk of tax levy objections. Consolidation of funds will not impact the dollars available to the Library through the Levy process. In December 2011, the Board adopted a Fund Balance Policy which establishes a target fund balance of 3 months’ expenditures for most funds.

The projections on these two pages identify the target fund balances and also reflect the goal of consolidating several funds (FICA, IMRF, Audit, Liability, Workers Compensation, and Unemployment Insurance) into the Corporate Fund. Consolidation will be a 2–year process. Most “special fund” balances will be expended by the end of FY13. The projections also reflect the goal of increasing the balance of the special reserve fund. (In any year where the fund balance exceeds the target fund balance, the difference will be transferred to the Special Reserve Fund.)

In FY14, the Library will levy only for Corporate and Building Maintenance Funds. Any residual monies in the funds that are being consolidated will be expended in FY14 to bring the balance in each special fund to zero.



FUND	Estimated Beginning Balance 7/1/14	Income Budgeted FY14/15	Expenses Budgeted FY14/15	Projected Year-End Balance 6/30/15	Income vs. Expenses
CORPORATE	192,885	1,653,428	1,585,722	260,590	67,705
FICA	-	-	-	-	-
IMRF	-	-	-	-	-
BUILDING/MAINT	14,534	104,188	90,829	27,893	13,359
AUDIT	-	-	-	-	-
LIABILITY	-	-	-	-	-
WORKERS COMP	-	-	-	-	-
UNEMPLOYMENT	-	-	-	-	-
ALBA LEMOS GIFT	23,601	52	-	23,652	52
SPECIAL RESERVE	28,000	-	-	54,207	-
WORKING CASH	226,555	518	-	227,073	518
DEVELOPER DONATIONS	-	-	-	-	-
TOTALS	485,575	1,758,185	1,676,551	593,415	81,634
<i>Note: Cash on hand at year-end is approximately \$700,000 greater due to deferred property tax revenue.</i>					
FUND BALANCE TARGETS	TARGET *	PROJECTED YEAR-END	DIFFERENCE		
Corporate + Special Funds (excludes Gift, Special Reserve & Developer Donation)	419,138	515,556	96,418		
*Target = 25% of Corporate & Special Fund expenditures					
difference is transferred to Sp. Reserve					

FUND	Estimated Beginning Balance 7/1/15	Income Budgeted FY15/16	Expenses Budgeted FY15/16	Projected Year- End Balance 6/30/16	Income vs. Expenses
CORPORATE	260,590	1,694,763	1,633,294	322,060	61,469
FICA	-	-	-	-	-
IMRF	-	-	-	-	-
BUILDING/MAINT	27,893	106,792	93,554	41,132	13,239
AUDIT	-	-	-	-	-
LIABILITY	-	-	-	-	-
WORKERS COMP	-	-	-	-	-
UNEMPLOYMENT	-	-	-	-	-
ALBA LEMOS GIFT	23,652	53	-	23,705	53
SPECIAL RESERVE	54,207	-	-	150,625	-
WORKING CASH	227,073	531	-	227,603	531
DEVELOPER DONATIONS	-	-	-	-	-
TOTALS	593,415	1,802,139	1,726,848	765,125	75,292
<i>Note: Cash on hand at year-end is approximately \$700,000 greater due to deferred property tax revenue.</i>					
FUND BALANCE TARGETS	TARGET *		PROJECTED YEAR-END	DIFFERENCE	
Corporate + Special Funds (excludes Gift, Special Reserve & Developer Donation)	431,712		590,795	159,083	
*Target = 25% of Corporate & Special Fund expenditures					
difference is transferred to Sp. Reserve					

# SUMMARY OF SPECIAL FUND EXPENDITURES

FICA	\$ 59,000	
IMRF	\$ 72,200	(an additional \$12,000 in IMRF expenditures will be paid from the Corporate Fund to eliminate deficit in IMRF Fund)
Building/Maint	\$ 85,615	Includes Contractual Services (Cleaning, Elevator, Security, Fire alarm/monitoring, Landscaping In/Out, Snow removal), Janitorial/Maintenance Supplies, General Maintenance & Repairs,
Audit	\$ 5,500	
Liability Ins	\$ 3,500	Officers & Directors (2,500), Umbrella (1,000)
Workers Comp Ins	\$ 2,800	
Unemployment Ins	\$ 1,750	
Alba Lemos Gift Fund	\$ -	
Special Reserve Fund	\$ 90,000	Replacement of original rooftop AC Unit
Working Cash	\$ -	
Developer Donations	\$ -	

*Expenditures as percentage of total budget*

Salaries & Benefits	951,750	56.57%
Operating	31,650	1.88%
Furniture & Equipment	7,050	0.42%
Automation	82,280	4.89%
Insurance	24,000	1.43%
Staff Development	20,000	1.19%
Trustee Development	2,365	0.14%
Contractual	51,200	3.04%
Library Materials	210,000	12.48%
Programming & Publicity	45,850	2.73%
Utilities	55,800	3.32%
Maintenance	175,615	10.44%
Gifts	10,000	0.59%
Contingency	15,000	0.89%
<b>TOTAL</b>	<b>1,682,560</b>	

