

Roselle Public Library District

Working Budget FY 2023 - 2024

Approved: June 14, 2023 | Amended: October 11, 2023

Income Summary

		Budget
Property Taxes (Cook, DuPage, PPRT)	\$	2,345,000.00
Fees (Copies, Lost Items, NR Cards)	\$	12,350.00
Donations (Friends, Foundation, Memorials)	\$	13,000.00
Grants (Per Capita, Other)	\$	35,500.00
Other (Interest, Miscellaneous)	\$	155,500.00
TOTAL:	\$	2,561,350.00

Corporate Fund Expenditures

			2023-2024
PERSONNEL - GROSS SALARIES			
10-51120	Adult & Teen Services	\$	302,500.00
10-51140	Youth Services	\$	255,500.00
10-51110	Administration	\$	243,000.00
10-51160	Maintenance	\$	48,500.00
10-51130	Access Services	\$	323,000.00
TOTAL			\$1,172,500.00
PERSONNEL - OTHER			2023-2024
10-51710	Medical Insurance	\$	140,000.00
10-51711	Medical HRA	\$	68,000.00
10-51712	Dental/Vision/Life/FSA	\$	15,000.00
10-51713	Health Benefits Admin Fees	\$	1,500.00

10-51720	Empl. Recognition	\$	3,500.00
10-51730	Association Dues	\$	3,500.00
10-51740	Mileage	\$	2,000.00
10-51750	Recruiting Costs	\$	1,500.00
10-51810	Continuing Ed - Admin	\$	700.00
10-51820	Continuing Ed - Adult & Teen	\$	850.00
10-51830	Continuing Ed - Patron Svcs	\$	850.00
10-51840	Continuing Ed - Youth	\$	850.00
10-51850	Continuing Ed - Materials Svcs	\$	500.00
10-51900	Tuition Reimbursement	\$	2,000.00
10-51870	Conferences	\$	6,000.00
	TOTAL		\$246,750.00

BUILDING OPERATIONS

2023-2024

10-52100	Utilities - Electric	\$	37,500.00
10-52200	Utilities - Gas	\$	18,000.00
10-52300	Utilities - Water	\$	5,750.00
10-52400	Bldg/Mech. Maintenance	\$	43,000.00
10-52500	HVAC System (Controls + Mech)	\$	38,000.00
10-52600	Custodial Services	\$	39,000.00
10-52700	Telephone	\$	15,000.00
10-52750	Security Systems	\$	10,000.00
10-52800	Landscaping	\$	10,300.00
10-52850	Snow Removal	\$	10,500.00
10-52900	Equipment Rental	\$	500.00
	TOTAL		\$227,550.00

TRUSTEE EXPENSES

2023-2024

10-54100	Board Supplies	\$	1,000.00
10-54200	Legal Notices	\$	3,000.00
10-54150	Board Training	\$	1,000.00
10-54250	Advocacy/Pub. Relations	\$	1,500.00
10-54300	Association Dues	\$	400.00

10-54350	Mileage Expense	\$	150.00
	TOTAL		\$7,050.00
	PROFESSIONAL SERVICES		2023-2024
10-53100	Legal Fees/Expenses	\$	10,000.00
10-53200	Building & Liability Insurance	\$	30,000.00
10-53300	Accounting Fees	\$	12,500.00
10-53350	Audit & Actuary Fees	\$	14,100.00
10-53400	Payroll Processing	\$	7,800.00
10-53500	Bank Fees	\$	650.00
10-53550	Credit Card Processing	\$	750.00
10-53600	Collection Services	\$	1,000.00
10-53150	Consulting Services	\$	85,000.00
10-53700	Appraisal Services	\$	2,000.00
	TOTAL		\$163,800.00
	LIBRARY MATERIALS		2023-2024
10-55120	Books - Adult	\$	52,000.00
10-55125	Books - Teen	\$	3,500.00
10-55130	Books - Youth	\$	34,000.00
10-55110	Books - Admin	\$	500.00
10-55320	Adult Periodicals	\$	5,000.00
10-55330	YS Periodicals	\$	750.00
10-55220	Adult AV	\$	23,000.00
10-55230	YS AV	\$	12,000.00
10-55420	Databases - Adult & Teen	\$	36,500.00
10-55430	Databases - Youth	\$	12,000.00
10-55500	Downloadable Media	\$	38,000.00
	TOTAL	\$	217,250.00
	PROGRAMMING & EVENTS		2023-2024
10-55620	Adult Programming	\$	11,500.00

10-55630	Youth Programming	\$	10,000.00
10-55625	Teen Programming	\$	4,000.00
10-55610	Admin Programming	\$	5,000.00
10-55700	Interdepartmental Prog.	\$	5,000.00
	TOTAL	\$	35,500.00
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	PUBLIC RELATIONS & MARKETING		2023-2024
10-54400	Newsletter Printing	\$	17,000.00
10-54450	Newsletter-Postage	\$	10,000.00
10-54510	Admin. Pub. Relations	\$	3,500.00
10-54520	ATS Pub. Relations	\$	750.00
10-54530	YS Pub. Relations	\$	750.00
10-54540	Patron Svcs Public Relations	\$	700.00
10-54550	Digital Promotions	\$	600.00
10-54600	Promotional Materials	\$	2,500.00
	TOTAL	\$	35,800.00
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	LIBRARY OPERATIONS		2023-2024
10-56115	Supplies - Patron Services	\$	6,000.00
10-56125	Supplies - Youth Services	\$	6,000.00
10-56120	Supplies - Adult & Teen	\$	6,000.00
10-56200	Graphics Supplies	\$	2,000.00
10-56250	Patron Supplies	\$	400.00
10-56400	Custodial Supplies	\$	8,500.00
10-56110	Office Supplies	\$	6,000.00
10-56300	Copy Paper	\$	1,750.00
10-56350	Supplies - Materials Services	\$	7,500.00
10-56500	Sm Equipment Purchase	\$	1,500.00
10-56600	Equipment Contracts	\$	11,500.00
10-56750	Postage-Patron Services	\$	300.00
10-56700	Postage-General	\$	700.00
10-56800	Reciprocal Borrower Payments	\$	1,000.00
10-56825	Binding	\$	100.00

10-56850	Processing/Outsourced	\$	4,500.00
10-50070	OTC Stamp Program	\$	1,500.00
10-56900	Contingency	\$	13,000.00
	TOTAL	\$	<u>78,250.00</u>
	AUTOMATION		
			2023-2024
10-57200	LAN Maintenance	\$	31,540.00
10-57300	Computer Equipment	\$	23,000.00
10-57400	Internet Fees	\$	12,000.00
10-57500	Computer Hdw Maint.	\$	5,000.00
10-57600	Software Licensing	\$	20,000.00
10-57700	Website Hosting	\$	3,000.00
10-57710	PCG 2023 - Website	\$	36,000.00
10-57900	SWAN Fees	\$	33,840.00
	TOTAL	\$	<u>164,380.00</u>
	CAPITAL EQUIPMENT		
			2023-2024
10-58100	Library Equipment	\$	5,000.00
10-58200	Furniture	\$	10,000.00
	TOTAL	\$	<u>15,000.00</u>

Special Levy Fund Expenditures

			2023-2024
50-55000	FICA	\$	82,000.00
55-55500	IMRF	\$	81,450.00
60-56000	Unemp. Comp	\$	9,570.00
70-57000	Workers Comp	\$	3,500.00
80-58000	Liability Ins.	\$	3,000.00
90-59000	Audit Expense	\$	3,000.00
40-54000	Building Maint.	\$	15,000.00
	TOTAL	\$	<u>197,520.00</u>

Special Reserve Fund

		2023-2024
Special Reserve Budget	\$	150,000.00

Expenditure Summary

		2023-2024
Corporate Fund - Personnel		\$1,419,250.00
Corporate Fund - Other		\$944,580.00
TOTAL CORPORATE FUND	\$	2,363,830.00
Special Levy Funds (Special Reserve not included)	\$	197,520.00
Total Budgeted	\$	2,561,350.00
Total Revenue	\$	2,561,350.00