



**BUDGET AND APPROPRIATION ORDINANCE 2021-3
BARTLETT PUBLIC LIBRARY DISTRICT
July 1, 2021- June 30, 2022**

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 BARTLETT PUBLIC LIBRARY DISTRICT, DUPAGE AND COOK COUNTIES, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2021, AND ENDING JUNE 30, 2022, AND SPECIFYING THE OBJECTS AND PURPOSES WHICH SUCH SAID APPROPRIATIONS ARE MADE AND THE AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE.

Be it ordained by the Board of Library Trustees of the Bartlett Public Library District:

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

ESTIMATED INCOME AVAILABLE

Balance on Hand, July 1, 2021	\$1,381,338
Taxes to be received in fiscal year 2021-2022 from prior year levies	\$10,000
Corporate & Special Tax Levies (estimated) ¹	\$3,242,459
Grants - State Per Capita and others	\$100,000
Personal Property Replacement Tax	\$15,000
Fines and Fees	\$10,000
Donations	\$25,000
Interest	\$5,000
Developer Donations	\$10,000
Sub-total Estimated Income	\$3,417,459
TOTAL ESTIMATED INCOME AMOUNTS AVAILABLE	\$4,798,797

¹Latest tax extension of \$3,197,691 (to be received in 2021 from levy filed in 2020) plus 1.4% (per latest CPI used for PTELL/tax cap limitation on tax extension increase) (\$3,197,691 x 1.014 = \$3,242,459).

ESTIMATED GENERAL FUND EXPENDITURES

A. Personnel		\$1,913,000
Salaries	\$1,645,000	
Recruitment	2,000	
Employment Related Insurance	230,000	
Miscellaneous (development, travel, dues, education)	36,000	
B. Building Operating Expenses		\$307,000
Utilities	\$95,000	
Building & Contents Insurance	12,000	
Building Maintenance	200,000	
C. Trustee Development Expenses	\$6,100	\$6,100
D. Outside Professional Services		\$68,000
Legal Services	\$40,000	
Accounting Services	20,000	
Payroll Services	8,000	
E. Library Collections		\$385,000
Adult	\$200,000	
Youth & Teen	130,000	
Periodicals	25,000	
Material Processing Supplies	30,000	
F. Promotion and Publicity	\$100,000	\$100,000
G. Library Operations (materials & supplies)	\$35,000	\$35,000
H. Information Technology		\$100,000
Integrated Library System	\$30,000	
Maintenance/Software	60,000	
Fiber Optic Line	10,000	
I. Capital Equipment		\$45,000
Library Furniture and Equipment	\$10,000	
Automation Hardware	35,000	
J. Per Capita Account	\$75,000	\$75,000
K. Staff, Friends, Gift, Grants	\$30,000	\$30,000
L. Contingency	\$25,000	\$25,000
SUBTOTAL GENERAL FUND EXPENDITURES		\$3,089,100

SPECIAL FUND EXPENDITURES

Federal Insurance Contribution	\$160,000
Illinois Municipal Retirement Fund	\$260,000
Liability Insurance	\$25,000
Audit	\$22,000
Building and Maintenance Fund	\$270,000
Workers Compensation Insurance Fund	\$10,000
Unemployment Insurance	\$10,000
SUBTOTAL SPECIAL FUND EXPENDITURES	\$757,000

TOTAL APPROPRIATIONS **\$3,846,100**

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

- a) that the cash on hand at the beginning of the fiscal year is \$1,381,388;
- b) that the estimated cash expected to be received during the fiscal year from all sources is **\$3,417,459**;
- c) that the estimated actual expenditure for the year is 3,846,100
- d) that the estimated cash expected to be on hand at the end of the fiscal year is **\$952,747**;
- e) that the estimated taxes to be received by the Bartlett Public Library District during the fiscal year is \$3,242,459².
- f) that the estimated amount of income and revenue to be received from sources other than library taxes for the fiscal year is \$165,000.

Section 3: That the above sums of money in the total amount of **\$3,846,100** or so much thereof may be authorized by law, be and the same are hereby appropriated for the corporate purposes of the Bartlett Public Library District, as hereinafter specified for the fiscal year beginning July 1, 2021, and ending June 30, 2022.

Section 4: Transfers from one appropriation of any amount specified for any object and purpose, not affecting the total amount appropriated, may be made at any meeting of the Board by ordinance enacted by vote of the Trustees. By a like vote, the Board may by ordinance make appropriations in excess of those authorized by the budget in order to meet an unforeseen emergency.

Section 5: Unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Special Reserve Fund previously established

²Latest tax extension of \$3,197,691(to be received in 2021 from levy filed in 2020) plus 1.4% (per latest CPI used for PTELL/tax cap limitation on tax extension increase) (\$3,197,691 X 1.014 = \$3,242,459).

in accordance with applicable statutes, said unexpended balances to be accumulated in the Special Reserve Fund for the purposes of erecting a building to be used as a library or to purchase a site for the same, or to purchase a building, or to repair, remodel, or improve an existing library building, or to build an addition thereto, to furnish necessary equipment therefore, to acquire library materials such as books, periodicals, films, recordings, and electronic data storage and retrieval facilities in connection with either the purchase or construction of a new library building or the expansion of an existing library building, or for the emergency expenditures for the repair of an existing library building or its equipment, or to do any or all of these things.

Section 6: This ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

ADOPTED on this 20th day of September, 2021 pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Approved by me this 20th day of September, 2021.

Heidi Hopkins, President
Board of Library Trustees
Bartlett Public Library District

Attest:

Margaret "Peggy" Bucaro, Secretary
Board of Library Trustees
Bartlett Public Library District

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