

WARRENVILLE LIBRARY WORKING BUDGET SUMMARY - July 1, 2023 through June 30, 2024

CATEGORY SUMMARY

% change FY23 projected to FY24 Budget

% change FY23 Budget to FY24 Budget

INCOME CATEGORIES	% of total income	FY24 BUDGET			FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL	FY21 ACTUAL	FY20 ACTUAL	FY19 ACTUAL
Property Taxes	96.00%	2,171,305	9%	7%	2,035,684	1,985,284	1,985,284	1,938,464	1,899,416	1,839,853
Copier	0.24%	6,000	3%	20%	5,000	5,800	5,282	903	4,998	7,386
Extended Use Fees	0.00%	-			-	-	86	-	13,287	19,694
Other Fees	0.00%	150	43%	1499900%	0	105	116	112	196	624
TIF Funds	0.94%	5,000	0%	-75%	20,000	5,000	6,822	-		
Interest	0.05%	10,000	-49%	900%	1,000	19,500	2,048	2,129	19,317	26,221
Book & Bag Sales	0.02%	700	-7%	40%	500	750	3,197	605	707	1,681
Lost Books	0.12%	2,500	-4%	0%	2,500	2,600	3,197	1,709	2,036	2,735
Gifts/Memorials	0.05%	1,400	0%		1,000	1,400	2,690	1,545	1,126	1,506
Miscellaneous	0.02%	500	-77%	0%	500	2,175	643	2,050	3,198	1,762
Hotel/Motel Tax Grant	0.63%	12,892	-4%	-4%	13,430	13,430	195	14,488	16,013	16,954
Per Capita Grant	0.99%	20,791	0%	0%	20,791	20,791	19,988	16,939	16,939	16,938
Grants Miscellaneous	0.00%	-					351	24,328	10,315	1,600
Debt Certificate Proceeds	0.00%	-					-			
Developer Donations	0.94%	15,000	-25%	-25%	20,000	20,000	351	169,390	-	-
TOTAL INCOME	100.00%	2,246,238	6%	6%	2,120,405	2,127,079	2,127,079	2,172,662	1,987,548	1,936,954

EXPENDITURE CATEGORIES		FY24 BUDGET			FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL	FY21 ACTUAL	FY20 ACTUAL	FY19 ACTUAL
Salaries	50.4%	1,322,000	18%	6%	1,247,000	1,118,000	1,034,033	862,082	916,675	942,308
Illinois Municipal Retirement Fund	4.5%	108,000	3%	-4%	112,000	105,000	107,392	93,094	87,348	93,360
FICA (Social Security, Medicare)	3.8%	101,000	26%	7%	94,000	80,000	75,752	64,454	67,791	70,188
Employee Insurance (UI, Workers Comp)	4.1%	7,260	-92%	-93%	103,260	87,802	54,133	52,702	56,533	44,580
Operating/Supplies/Postage/Legal Notices	1.1%	31,030	9%	-1%	31,485	28,475	23,359	28,416	20,089	24,378
Furniture / Equipment Purchase & Maintenance	0.6%	15,370	44%	-1%	15,600	10,650	9,212	26,648	17,793	20,278
Automation - Software, Purchase, & Maintenance	4.8%	125,564	56%	5%	119,570	80,500	76,511	114,059	77,331	75,506
Insurance (Package & Liability)	1.2%	22,200	-30%	-27%	30,500	31,555	12,768	23,857	22,801	12,466
Insurance - Health/Life	1.2%	125,700	51%	30%	97,000	83,000	52,630	49,231	52,738	41,127
Personnel Development & Recognition - Staff	1.1%	34,143	-3%	19%	28,615	35,176	13,502	8,572	10,415	13,045
Trustee Development & Supplies	0.1%	4,686	247%	176%	1,700	1,350	2,767	113	2,797	1,018
Professional Contractual Services	1.1%	45,050	89%	54%	29,335	23,787	21,385	22,670	19,880	39,081
Library Materials - Books, A/V, Periodicals, Online	7.6%	203,638	15%	7%	189,830	177,462	186,612	157,561	152,819	178,091
Programming	1.2%	31,892	11%	0%	31,931	28,605	15,556	20,432	28,897	29,766
PR/Publicity & Misc. Public Service	1.0%	22,790	25%	-18%	27,890	18,300	22,721	19,836	25,617	17,044
Building Maintenance & Security	7.4%	133,400	-5%	-19%	163,690	139,762	98,451	89,329	97,039	103,830
Utilities	2.7%	63,600	16%	-8%	69,500	54,625	61,745	56,967	57,348	54,990
Gift expenditures	0.0%	-			-	-		-	1,671	2,245
Capital Improvement Projects	0.0%	-			-	-		-	-	-
Debt Service	7.2%	170,895	1%	1%	168,830	168,830	166,581	169,390	167,129	169,777
Contingency	0.1%	1,000	1900%	0%	1,000	50	53	25	84	563
Total Expenditures	114.40%	2,572,718	17%	4%	2,473,236	2,190,129	1,983,493	1,810,207	1,840,308	1,892,514

Total Expenditures not inclusive of capital project costs

Income less Expenditures		(326,480)			(352,831)	(64,948)	143,586	362,455	147,240	44,440
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Income less Expenditures not inclusive of capital project costs

DETAILED SUMMARY

SECOND DRAFT 5/17/23

Account & Fund Ext.	Description	FY24 BUDGET	01 Corp Fund	11 Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	01 11					FY21 ACTUAL	FY20 ACTUAL
							% change FY23		Projected to FY24 Budget				
									% change FY23 Budget to FY24 Budget				
									FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL		
INCOME													
4001-01	Taxes Levied Corp 100.00	2,171,305	2,171,305		2,171,305		7%	7%	2,035,684	2,033,630	1,979,725	1,836,990	1,796,842
4001-07	Taxes Levied Building & Maintenance 0.00	-			-				-	-	5,559	101,437	102,574
4002-01	Back Taxes Corporate 100.00	-	-						-	-	-	35	
4002-07	Back Taxes Building & Maintenance 0.00	-	-						-	-	-	2	
4010-01	Copier	6,000	6,000		6,000		3%	20%	5,000	5,800	5,282	903	4,998
4015-01	Extended Use Fees	-	-		-				-	-	86	-	13,287
4016-01	Other Fees	150	150		150		43%	1499900%	0	105	116	112	196
	TIF Funds	5,000	5,000		5,000	TIF reimbursment for residential development	0%	-75%	20,000	5,000	6,822	-	
4300-01	Interest - Corporate	10,000	10,000		10,000	increased interest rates	-49%	900%	1,000	19,500	2,048	2,129	19,317
4400-01	Book & Bag Sales	700	700		700	recycled books only	-7%	40%	500	750	377	605	707
4450-01	Lost Books	2,500	2,500		2,500		-4%	0%	2,500	2,600	3,197	1,709	2,036
4500-01	Gifts/Memorials	1,400	1,400		1,400	distribution from DuPage Foundation	0%		1,000	1,400	2,690	1,545	1,126
4600-01	Miscellaneous	500	500		500		-77%	0%	500	2,175	643	2,050	3,198
4700-01	Hotel/Motel Tax Grant	12,892	12,892		12,892	Summer Concerts & Sunday Musical Matinees (per award letter)	-4%	-4%	13,430	13,430	195	14,488	16,013
4800-01	Per Capita Grant	20,791	20,791		20,791	Population = 14,096; Per Capita Grant rate is \$1.475	0%	0%	20,791	20,791	19,988	16,939	16,939
4804-01	RAILS Catalog Membership Grant	-	-		-				-	-	-	23,668	
4802-01	Grants Miscellaneous	-	-		-				-	-	351	660	10,315
4900-01	Developer Donations	15,000	15,000		15,000	Balance as of March 31, 2023 is \$16,846.31	-25%	-25%	20,000	20,000	100,000	169,390	
	TOTAL INCOME	2,246,238	2,246,238	-	2,246,238		6%	6%	2,120,405	2,125,181	2,127,079	2,172,662	1,987,548
EXPENDITURES													
6001-01	Salaries - Administration	253,000	253,000		253,000	Based on 7% raise, with 1% cushion, rounded up	10%	3%	245,000	230,000	179,846	176,842	168,325
6002-01	Salaries - Member Services	269,000	269,000		269,000	Based on 7% raise, with 1% cushion, rounded up	35%	3%	260,000	200,000	202,686	115,442	128,607
6005-01	Salaries - Public Services	494,000	494,000		494,000	Based on 7% raise, with 1% cushion, rounded up	14%	5%	470,000	435,000	400,650	335,641	358,826
6006-01	Salaries - IT	63,000	63,000		63,000	Based on 7% raise, with 1% cushion, rounded up	15%	15%	55,000	55,000	89,930	70,951	80,885
6007-01	Salaries - Acquisitions & Cataloging	95,000	95,000		95,000	Based on 7% raise, with 1% cushion, rounded up	14%	8%	88,000	83,000	80,014	88,583	125,916
6004-01	Salaries - Marketing	120,000	120,000		120,000	Based on 7% raise, with 1% cushion, rounded up	33%	17%	103,000	90,000	56,301	50,992	31,626
6003-01	Salaries - Maintenance	28,000	28,000		28,000	Based on 7% raise, with 1% cushion, rounded up	12%	8%	26,000	25,000	24,606	23,631	22,490
6008-01	IMRF Expense	108,000	108,000		108,000	2023 rate 8.41%; 2024 rate 7.85% (Based on 7% raise, with 1% cushion, rounded up)	3%	-4%	112,000	105,000	107,392	93,094	87,348
6009-01	FICA Expense	101,000	101,000		101,000	7.65% of gross wages (Based on 7% raise, with 1% cushion, rounded up)	26%	7%	94,000	80,000	75,752	64,454	67,791
6010-01	Unemployment Compensation	1,260	1,260		1,260	0.35% on first \$12,740 (no change from 2022)	-3%	0%	1,260	1,300	1,503	993	1,368
6064-01	Operating - Material Processing Tech	11,600					29%	0%	11,600	9,000	8,889	11,137	8,122
			11,000		11,000	Processing supplies (barcodes, labels, tape, replacement cases, pre-processing, etc.)							
			600		600	Freight charges							

Account & Fund Ext.	Description	FY24 BUDGET	Corp Fund	Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	% change FY23Projected to FY24 Budget		% change FY23 Budget to FY24 Budget			FY21 ACTUAL	FY20 ACTUAL
									FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL		
6065-01	Operating - Material Processing Circulation	3,550					11%	0%	3,550	3,200	2,483	3,904	978
			2,500		2,500	Adhesive receipt paper (holds, SWAN routing)							
			100		100	ILL Labels (item labels 150 per pack @\$25 x4 for 600 ILL items; reduced due to SWAN migration)							
			200		200	Thermal Receipt Paper (2 boxes @\$100/box)							
			75		75	Bluetooth Receipt Paper (Point of Sale Terminal)							
			125		125	Touchscreen wipes (4 boxes @ \$30 each) for self checks, scan station, iPads at Member Services							
			50		50	Notice Envelopes for miscellaneous damaged and billing correspondence (1 boxes@\$50/box)							
			500		500	Miscellaneous							
6069-01	Operating - Postage	4,750					-14%	1%	4,690	5,500	3,461	3,949	3,945
			310		310	Bulk Mail Permit Fee							
			600		600	Monthly bills/misc - \$50/month							
			3,100		3,100	Newsletters 4@\$775							
			50		50	New Resident Mailer (average 60 per month)							
			180		180	ILL OOS Lending 5/mo=60*\$3							
			110		110	Damaged & Misc. Billing Notices (200 @ \$0.55)							
			400		400	Miscellaneous (Administration)							
6070-01	Operating - Office Supplies	3,780					5%	-9%	4,145	3,600	3,564	3,234	2,805
			2,000		2,000	Copy paper including colored and cardstock							
			100		100	Notary fee + stamp (renews in 2024)							
			25		25	Name badge supplies							
			1,500		1,500	Other office supplies							
			155		155	Sam's Club Plus Membership							
6071-01	Operating - Bank Fees	1,600					33%	-36%	2,500	1,200	827	527	559
			500		500	Credit Card Processing Fees (Square, ProPay, PayPal							
			800		800	Bank Fees (includes check positive pay @ \$9 per month; Service charge for IBT DDA account @ \$50 per month)							
			300		300	Propay fee (SWAN)							
6072-01	Operating - Automation Supplies	4,500					-10%	13%	4,000	5,000	3,169	4,597	2,838
			500		500	Miscellaneous: compressed air, screen cleaning wipes, etc.							
			4,000		4,000	Toner Cartridges							
6075-01	Operating - Publishing	1,250	1,250		1,250	Legal notices	28%	25%	1,000	975	966	1,068	842
6090-01	Furniture/Equipment - Purchases	9,470					5%	17%	8,100	9,000	6,422	9,251	10,432
			3,150		3,150	Copier lease - BizHub C250i (YS) + BizHub C3350i (AS) = \$259.65/mo thru 4/26; includes unlimited prints							
			4,900		4,900	Copier lease - BizHub 360i (Admin) = \$407/mo thru 3/25; includes unlimited prints)							
			420		420	Marketing iPhone (\$35 month data plan, so socials are usable at outside events)							
			1,000		1,000	Miscellaneous							
6090-11	Furniture/Equipment - Purchases (Special Reserve)	4,400					2833%	-27%	6,000	150	-	14,994	4,529
				1,000	1,000	Miscellaneous furnture & equipment							
				400	400	AS/YS - new chairs for adult/youth desks							
				3,000	3,000	YS Shelving							
6093-01	Furniture/Equipment - Maintenance	1,500	1,500		1,500	Copier maintenance contracts (per print costs; reduced from previous years because admin/YS/AS copier lease payment now includes unlimited prints)	0%	0%	1,500	1,500	2,790	2,403	2,832

Account & Fund Ext.	Description	FY24 BUDGET	Corp Fund	Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	% change FY23Projected to FY24 Budget		% change FY23 Budget to FY24 Budget			FY21 ACTUAL	FY20 ACTUAL
									FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL		
6096-01	Automation - Software	16,275					63%	25%	13,000	10,000	16,075	12,864	12,526
			2,000		2,000	B&T Title Source & Reviews							
			6,000		6,000	Communico Suite							
			400			Marketing / Adobe Creative Cloud subscription for Graphics PC (\$30/mo paid annually)							
			400		400	Public / Adobe Creative Cloud subscription for Public PCs (\$30/mo paid annually) (240 first year/360 thereafter)							
			1,050		1,050	WhoFi wifi analytics							
			100		100	Quickbooks Online Plus (5-user annual subscription)							
			2,200			KnowBe4 antiphishing/antimalware testing & training 3-year subscription [30] licenses (exp 06/06/2024)							
					2,200								
			150		150	Adobe Cloud (Marketing)							
			275		275	Zoom Meetings Subscription Renewal (Admin)							
			500		500	Streaming services for Roku sticks							
			1,200		1,200	Beanstack Summer Reading Software							
			2,000		2,000	Miscellaneous							
6098-01	Automation - Purchase	5,500					57%	57%	3,500	3,500	2,589	5,243	4,817
			1,500		1,500	New Mobile devices							
			1,000		1,000	Makerspace equip & supplies: 3D Printer, vinyl cutter							
			3,000			Miscellaneous (includes replacements for hot spots, mobile devices)							
					3,000								
6098-11	Automation - Purchase (Special Reserve)	47,940					220%	15%	41,700	15,000	4,111	20,085	7,649
				25,000	25,000	Staff Desktops (replace 25, 2016 units)							
				2,500	2,500	Staff monitors @ ~300each							
				525	525	1 replacement printer for MS/AS/YS/TS							
				2,275	2,275	Management Team printer replacements x7 @ 325							
				6,000	6,000	Firewall replacement + 3 year support contract							
				8,000	8,000	Replace Host Server (2013 unit)							
				800		MFA Tokens - Possible requirement from insurance company for all staff to have. Need 16 more - roughly \$46 each + shipping.							
					800								
				1,000	1,000	Chromebooks for in-house checkout							
				200	200	New scanners							
				1,500	1,500	UPS (power supply) x3 @ 500							
				50	50	Wireless mice							
				90	90	Mousepads \$3 each							
6099-01	Automation - Maintenance	55,849					7%	-9%	61,370	52,000	53,736	75,867	52,339
			2,250		2,250	Cen-Tec annual maintenance for self-checks [2]							
			150		150	Cisco Meraki cloud management for iPad Kiosk							
			500		500	HDMI line repair							
			3,000		3,000	Azure Cloud backup of servers (monthly charges based on storage volume)							
			200		200	Domain Name @ GoDaddy - \$20yr, can buy 8 years at once.							
			5,000		5,000	Network Consultant prepaid hours [50]							
			2,000		2,000	BlueWire quarterly support - Phone system maintenance contract 24x7							
			35,849		35,849	SWAN Membership Fees							
			2,400		2,400	T-Mobile/Mobile Beacon service plans for hotspots [14 current + 6 new] @ 120yr							
			3,500		3,500	TBS MyPC, PaperCut, Cpad/Print Release (2), Coin tower (3), ePRINTit, SimpleScan Station annual maintenance							
			1,000		1,000	Miscellaneous							
6100-01	Workmen's Compensation	6,000	6,000		6,000	Based on 7% raise, with 1% cushion, rounded up	71%	20%	5,000	3,502	-	2,478	2,427

Account & Fund Ext.	Description	FY24 BUDGET	Corp Fund	Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	% change FY23Projected to FY24 Budget				FY21 ACTUAL	FY20 ACTUAL	
									% change FY23 Budget to FY24 Budget				
									FY23 BUDGET	FY23 PROJECTED			FY22 ACTUAL
6102-01	Insurance Package	20,000					-37%	-34%	30,500	31,555	12,768	14,772	15,219
			20,000		20,000	LIRA - 12 mos. of premium							
6103-01	Liability Insurance - Officers/Directors	2,150	2,150		2,150	12 mos. of premium. Not included in LIRA package - separate policy July 2022-2025			-	-	-	9,085	7,582
6104-01	Liability Insurance - Umbrella	-	-		-	included in LIRA package			-	-	-	-	
6107-01	Insurance - Bonds	50	50		50	Notary Bond (renews in 2024)	499900%		0	0	-	-	
6108-01	Insurance - Health/Life	125,700	125,700		125,700	Changes premium sharing from 90%/50% based on the lowest cost plans to 95%/50% cost sharing starting Jan 1, 2024. Assumes 10% increase for medical plans and 5% increase for life, vision and dental. Also adds cushion of 1 ee only + 1 ee/spouse plans in case staff change coverage.	51%	30%	97,000	83,000	52,630	49,231	52,738
6146-01	Personnel Development - Recruiting	1,500	1,500		1,500	Includes advertising and background checks	-92%	0%	1,500	19,926	225	225	225
6148-01	PD - Staff Appreciation	6,500					117%	44%	4,500	3,000	1,170	904	1,554
			2,500		2,500	Staff Appreciation Lunches, retirement/leaving lunches, random treats							
			3,000		3,000	Staff/Trustee Appreciation Event							
			500		500	National Library week staff box lunch							
			500		500	Bereavement, sick flowers, etc.							
6149-01	PD - Staff/Tuition Reimbursement	800					-20%		3,000	1,000	552	-	
			800		800	Duncan Jones (Comp TIA Network + & Security+ Certifications							
			-		-	Placeholder for any requests							
6150-01	PD - Staff dues	3,583					105%	10%	3,260	1,750	2,675	2,433	2,836
			236		236	Director Memberships: ALA (\$155) + PLA (\$81)							
			450		450	Public Services Manager ALA (\$155) + PLA (\$81) + ALSC (\$50) + YALSA (\$62) + RUSA (\$67)							
			236		236	Member Services Manager: ALA (\$155) + PLA (\$81)							
			236		236	Acquisitions & Cataloging Manager Memberships: ALA (\$155) + PLA (\$81)							
			250		250	HR Manager - SHRM							
			225		225	ILA - Institutional Membership (no employee personal memberships)							
			100		100	LACONI - institutional membership							
			50		50	ATLAS - institutional membership							
			1,350		1,350	HR Source - institutional membership							
			150		150	Wheaton Warrenville Early Childhood Coop.							
			275		275	Chamber of Commerce - institutional							
			25		25	Warrenville Historical Society - institutional							

Account & Fund Ext.	Description	FY24 BUDGET	Corp Fund	Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	% change FY23Projected to FY24 Budget		% change FY23 Budget to FY24 Budget			FY21 ACTUAL	FY20 ACTUAL
									FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL		
6151-01	PD - Staff meetings	17,810					123%	22%	14,655	8,000	7,492	4,960	4,732
			400		400	Acquisitions & Cataloging: Miscellaneous seminars, webinars, meetings							
			160		160	Acquisitions & Cataloging: Reaching Forward Conference (1)							
			250		250	Acquisitions & Cataloging Manager: Management Training through HR Source							
			2,000		2,000	Acquisitions & Cataloging Manager: PLA Conference							
			100		100	Assistant to the Director: Miscellaneous seminars, webinars, meetings							
			250		250	Director: Miscellaneous seminars, webinars, meetings							
			250		250	Director: Management Training through HR Source							
			2,000		2,000	Director: PLA Conference							
			150		150	Director: Directors University (Springfield)							
			1,000		1,000	HR Manager: Training through HR Source							
			100		100	IT: Miscellaneous seminars, webinars, meetings							
			250		250	IT: Management Training through HR Source							
			200		200	Marketing: Miscellaneous seminars, webinars, meetings							
			1,700		1,700	Marketing: Library Marketing & Communications Conference Nov. 2023							
			250		250	Marketing & Communications Specialist: Management Training through HR Source							
			700		700	Member Services: Miscellaneous seminars, webinars, meetings							
			250		250	Member Services Manager: Management Training through HR Source							
			350		350	Member Services: Reaching Forward Conference (2)							
			700		700	Public Services: Miscellaneous seminars, webinars, meetings							
			1,500		1,500	Public Services: ILA Annual Conference Peoria (2)							
			250		250	Public Services Manager: Management Training through HR Source							
			2,500		2,500	Staff In Service							
			500		500	All-Staff Meetings							
			500		500	Hosted Meetings							
			750		750	SWAN Expo (all staff)							
			750		750	Homelessness Training Subscription							
6152-01	PD - Staff Transportation	3,950					163%	132%	1,700	1,500	1,388	50	1,068
			1,700		1,700	General mileage reimbursement (local, in-person meetings resuming)							
			1,500		1,500	PLA Conference (2 staff @ 750 each - Director + AcqCat Manager)							
			250		250	Directors University Springfield (1)							
			500		500	ILA Conference Springfield (2)							
6153-01	PD - Trustee dues	236	236		236	ALA/PLA for 1 trustee: ALA (\$155) + PLA (\$81)			-	-	153	-	151
6154-01	PD - Trustee meetings	2,950					354%	211%	950	650	1,737	30	2,186
			500		500	Trustees: Miscellaneous seminars, webinars, meetings							
			2,000		2,000	PLA Conference (1 trustee)							
			150		150	ILA Legislative Meetup (2 trustees)							
			150		150	ILA Trustee Workshop (2 trustees)							
			150		150	LACONI Trustee Dinner (2 trustees)							
6155-01	PD - Trustee transportation	1,000					1900%	300%	250	50	454	-	299
			750		750	PLA Conference (1 trustee)							
			250		250	Miscellaneous							
6156-01	PD - trustee miscellaneous	500	500		500	cards, flowers, cakes, treats, meeting supplies	-23%	0%	500	650	423	83	161

Account & Fund Ext.	Description	FY24 BUDGET	Corp Fund	Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	% change FY23Projected to FY24 Budget					FY21 ACTUAL	FY20 ACTUAL
									% change FY23 Budget to FY24 Budget				
									FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL		
6200-01	Contractual - Lawyer	4,000	4,000		4,000		295%	0%	4,000	1,012	1,688	2,138	450
6205-01	Contractual - Accounting	15,100					3%	56%	9,660	14,600	11,812	12,775	11,151
			7,100		7,100	Accounting Services - 7/1/23 - \$584/mo)							
			2,000		2,000	GASB 75 Actuarial Report (OPEB)							
			6,000		6,000	Paylocity (Webtime, Webpay, ACA tracking)							
6206-01	Contractual - Collection Agency	250					0%	0%	250	250	235	107	554
			250		250	Unique Management Systems							
6210-01	Contractual - Audit	8,200	8,200		8,200	Sikich per agreement (year 3 of 3)	3%	3%	7,925	7,925	7,650	7,500	7,225
6211-01	Contractual - Consultants	17,500					174999900%	133%	7,500	0	-	150	500
			15,000		15,000	Strategic Planning							
			2,500		2,500	Review of employee handbook							
6247-01	Library Materials - Adult Books	52,500					5%	0%	52,500	50,000	50,412	39,087	39,806
			23,500		23,500	Nonfiction							
			26,500		26,500	Fiction							
			2,500		2,500	Spanish							
6248-01	Library Materials - Children/Youth Books	36,800					2%	0%	36,800	36,000	38,070	26,331	28,544
			10,000		10,000	Nonfiction							
			20,800		20,800	Fiction							
			1,500		1,500	Spanish							
			4,500		4,500	Young Adult							
6250-01	Library Materials - Adult Audiovisual	12,500					25%	-17%	15,000	10,000	13,343	9,311	14,896
			7,500		7,500	DVDs							
			4,000		4,000	Audiobooks							
			500		500	CDs							
			500		500	Board games							
6251-01	Library Materials - Youth Audiovisual	5,000					4%	0%	5,000	4,800	3,870	3,242	3,403
			1,500		1,500	DVDs							
			300		300	Music							
			2,200		2,200	Audiobooks							
			1,000		1,000	Puzzles & Kits							
6254-01	Library Materials - eBooks	56,400					39%	39%	40,700	40,500	37,230	31,443	22,012
			35,000		35,000	Hoopla (FY22 had big increase in usage)							
			700		700	Tumblebooks							
			20,700		20,700	Overdrive							
6254-15	Library Materials - eBooks (Alba Lemos)	-			-	This fund has been fully spent.			-	-	2,979	10,000	10,000
6261-01	Library Materials - Periodicals	8,800	8,800		8,800	Magazines & Newspapers (Rivistas)	0%	0%	8,800	8,800	8,825	10,247	10,797
6264-01	Library Materials - Internet Subscriptions	31,638					16%	2%	31,030	27,362	31,883	27,900	23,361
			6,130		6,130	EBSCO - SWAN Group Purchase							
			4,487		4,487	Newsbank, Heritage Hub, Chicago Collection, Black Life in America							
			2,975		2,975	Mango Language							
			2,000		2,000	Universal Class							
			2,200		2,200	Niche Academy							
			3,025		3,025	Value Line							
			3,121		3,121	Proquest: Ancestry Library Edition & Heritage Quest							
			7,700		7,700	Miscellaneous: Public Records, World Trade Press, LinkedIn Learning, Reference USA, Library Aware, Weiss Financial Ratings							

Account & Fund Ext.	Description	FY24 BUDGET	Corp Fund	Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	% change FY23Projected to FY24 Budget				FY21 ACTUAL	FY20 ACTUAL	
									% change FY23 Budget to FY24 Budget				
									FY23 BUDGET	FY23 PROJECTED			FY22 ACTUAL
6300-01	Public Service - Adult Programming	9,500					0%	0%	9,500	9,500	6,262	3,611	6,890
			5,600		5,600	20 programs @ \$300 each + supplies							
			700		700	Summer Reading prizes and publicity							
			650		650	Movie licenses							
			150		150	11 book discussions @\$12 ea							
			400		400	Outreach/Passive Programming							
			1,000		1,000	Programming in Spanish							
			1,000		1,000	Other Programming							
6301-01	Public Service - Youth Programming	9,500					6%	6%	9,000	9,000	5,924	6,151	4,190
			3,000		3,000	Youth & Young Adult Programs							
			1,500		1,500	Youth & Young Adult Presenters							
			2,000		2,000	Summer Reading							
			1,300		1,300	1000 Books & Moments							
			700		700	100 Books Before High School							
			1,000		1,000	Other programming							
6304-01	Public Service - Hotel/Motel Tax	12,892					28%	-4%	13,431	10,105	3,370	10,670	17,817
			9,021		9,021	Concerts on the Commons (Hotel Tax Grant)							
			3,871		3,871	Sunday Musical Matinees (Hotel Tax Grant)							
6305-01	Public Service - Refunds/Fines/Fees	250	250		250	Refunds to other libraries for materials lost by Warrenville patrons	400%	0%	250	50	59	421	141
6308-01	Public Service - Printing	12,200					36%	3%	11,800	9,000	10,833	9,854	10,406
			11,600		11,600	Newsletter - 4 @ \$2,900 each							
			600		600	Brochures, bookmarks, sandwich board inserts							
6311-01	Public Service - PR/Publicity	9,640					7%	-37%	15,190	9,000	11,679	8,812	14,525
			500		500	Shirts/logo apparel for new staff members							
			50		50	Social media ads, boosts							
			2,200		2,200	Giveaways - New cardholders & outreach events							
			500		500	Parade - float decor, candy, dog biscuits							
			650		650	Giveaways - Pens							
			300										
					300	Outreach Events - 4 or 5 Marketing/Member Servies meet & greet events at new housing or business venues							
			500			Miscellaneous Marketing materials (supplies, acrylic holders,							
					500	1 roll laminating film, etc.)							
			140		140	Canva Subscription							
			150		150	Stock images							
			1,200		1,200	Constant Contact							
			350		350	Bit.ly link shortener subscription							
			3,100		3,100	Social Media Data Storage							
6313-01	Public Service - Miscellaneous	700					180%	8%	650	250	150	204	545
			200		200	Museum Adventure Pass Program							
			500		500	Misc. programs							
6313-15	Public Service - Miscellaneous (Alba Lemos)	-			-	This fund has been fully spent.			-	-	-	545	-

Account & Fund Ext.	Description	FY24 BUDGET	Corp Fund	Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	% change FY23Projected to FY24 Budget		FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL	FY21 ACTUAL	FY20 ACTUAL
6400-01	Maintenance	50,300					26%	19%	42,250	40,000	34,911	35,922	32,204
			30,000		30,000	Cleaning Contract + special cleaning services							
			3,000		3,000	Carpet cleaning							
			2,700		2,700	Window washing (1X/year)							
			6,000		6,000	Elevator contract							
			1,000		1,000	Elevator pressure test (2X/year)							
			1,000		1,000	Elevator Hydraulic Code Requirments (OTIS & Cintas)							
			375		375	City Inspection of elevator (\$80 per visit - 4X/year)							
			625		625	Pest Control							
			2,000		2,000	Roof Maintenance (Spring, Fall) - calendar 2023 price was 1900.							
			600		600	Movable partition maintenance (inspected FY22, will inspect again in FY24)							
			3,000		3,000	Miscellaneous							
6400-11	Maintenance (Special Reserve)	15,000					-70%	-78%	68,000	50,000	22,979	-	-
				15,000	15,000	Miscellaneous repairs							
6401-01	Maintenance - Supplies	2,000					264%	0%	2,000	550	295	643	1,403
			1,000		1,000	Bulbs, Ballasts							
			1,000		1,000	Miscellaneous equipment							
6402-01	Security	12,400					3%	15%	10,800	12,000	5,854	9,861	6,146
			1,500		1,500	Fire alarm - inpsection & repairs							
			1,000		1,000	Elevator access (OTIS) during fire alarm inspection & repairs							
			2,800		2,800	Alarm monitoring (\$700/quarter for burglar; \$90/quarter for fire)							
			600		600	Extinguisher inspection and recharging							
			4,000		4,000	Fire Sprinkler System - inspection and repairs							
			500		500	Backflow Preventor test (6@\$90)							
			2,000		2,000	General maintenance							
6207-11	Security (Special Reserve)	3,500					1650%	-53%	7,500	200	-	-	
				1,000	1,000	Security Camera System (10 new @ ~\$80 each)							
				2,500	2,500	PA System							
6403-01	Gas	9,500	9,500		9,500		12%	0%	9,500	8,500	8,826	10,501	6,676
6406-01	Snow Removal	25,000	25,000		25,000		57%	25%	20,000	15,967	17,325	21,254	18,386
6407-01	HVAC	11,300					-3%	34%	8,450	11,600	7,442	3,777	28,912
			10,000		10,000	General maintenance							
			800		800	Filters							
			500		500	Humidifier bottles							
6408-01	Water/Sewer	1,200	1,200		1,200		0%	0%	1,200	1,200	962	570	735
6409-01	Electricity	35,000	35,000		35,000		25%	-17%	42,000	28,000	35,288	29,972	34,856
6410-01	Telephone	17,900					6%	7%	16,800	16,925	16,669	15,924	15,081
			3,600		3,600	Telephone lines (Granite/POTS \$200/mos; Fusion/regular VoIP phones \$80/mos							
			14,000		14,000	Internet (AT&T \$375/mo; Technology Mgt (ICN) \$475/mo; Comcast \$250/mo)							
			300		300	Faxing costs for BookScan Station							
6411-01	Janitorial supplies	3,500					75%	-13%	4,000	2,000	3,017	5,888	3,664
			2,500		2,500	Kleenex, dish soap, paper towels, napkins, batteries							
			1,000		1,000	Safety committe supplies							

Account & Fund Ext.	Description	FY24 BUDGET	Corp Fund	Special Reserve Fund	FY23 ITEMIZED STAFF BUDGET REQUEST	NOTES	% change FY23Projected to FY24 Budget		% change FY23 Budget to FY24 Budget			FY21 ACTUAL	FY20 ACTUAL
									FY23 BUDGET	FY23 PROJECTED	FY22 ACTUAL		
6413-01	Landscape maintenance	13,900					82%	70%	8,190	7,645	6,628	11,984	6,324
			4,000		4,000	Outside landscaping \$500 mo (for 8 months)							
			3,600		3,600	Inside contract (est \$300/mos)							
			300		300	Spring Plantings							
			2,000		2,000	Miscellaneous Replacements, Landscaping							
			4,000		4,000	Mulch							
6500-01	Gift expenditures	-	-						-	-	960	-	1,671
6520-14	Capital Improvement Projects	-	-		-				-	-			
6520-11	Capital Improvement Projects (Special Reserve)	-	-	-	-				-	-	-		
6520-01	Capital Improvement Projects		-	-					-	-			
6530-01	Debt Repayment (Principal)	150,000	150,000		150,000		3%	3%	145,000	145,000	140,000	140,000	135,000
6531-01	Debt Repayment (Interest)	20,895	20,895		20,895		-12%		23,830	23,830	26,581	29,390	32,129
6600-01	Contingency	1,000	1,000		1,000		1900%	0%	1,000	50	53	25	84
6702-01	Census Grant	-							-	-	-	-	10,251
	Total Expenditures	2,572,718	2,501,878	70,840	2,572,718		17%	4%	2,473,236	2,190,129	1,983,493	1,810,207	1,840,308
	Income less Expenditures	(326,480)	(255,640)	(70,840)	(326,480)				(352,831)	(64,948)	143,586	362,455	147,240