



Committee of the Whole Meeting

Wednesday, April 17, 2024, 6:00 p.m.

Location: Library Meeting Room

This meeting will be broadcast live online at: <https://us02web.zoom.us/j/87362469620>. The public may also listen to the meeting by calling 312-626-6799 and entering the Meeting ID number 873 6246 9620.

Public comments may be shared in person at the meeting or emailed to trustees@warrenville.com. Please use the subject line to indicate the email is a public comment for the Board Meeting. Emailed comments will be read during the meeting if they include the commenter's first and last name, are received at the above email address prior to the meeting's start time, are no more than 500 words in length and are free of any abusive or obscene language. While the Board appreciates all questions and comments, they will not respond at the meeting, but may choose to do so at a later time.

AGENDA

1. Call to Order
2. Roll Call (Trustees DuRocher, Lezon, Picha, Richardson, Schmidt, Stull, Warren)
 - a. Approve Remote Attendance and Participation (**ACTION**)
3. Public Comments
4. Review of the first draft of the FY25 Working Budget
5. Items for Information/Discussion (No Action)
6. Adjournment (**ACTION**)

First Draft of FY25 Working Budget Overview

The first draft of the working budget for next fiscal year is attached.

Management team will attend the Committee of the Whole meeting to answer any questions you have about the proposed budget. We are open to suggested revisions to this budget. Based on your feedback and any new information we receive in the coming weeks, I will prepare a revised budget to present to the Board in May. Depending on the nature of the expected revisions, the Board may choose to review the second budget draft either at a committee meeting or at the regular meeting in May.

The main decisions to be made by the Board of Trustees for this budget relate to salaries and insurance benefits. I have highlighted the points in those sections where specific direction from the Board is requested. I've provided some information and projections to aid with these decisions.

For this month's discussion, I do not necessarily intend to go line-by-line through the draft budget document. Instead, I prefer to focus on the highlights and information in this packet, referring to the budget document as needed. The management team and I can also try to answer any questions you may have about specific lines in the budget document.

FY25 Budget – General Notes on Fund Budgets & Balance

Corporate Fund

Corporate Fund - Income

Our total budgeted income for FY25 is \$2,442,341, which is \$176,103 more than FY24.

The property tax extension (expected income) is roughly \$154,453 higher than the previous year. Our TIF income has also increased by \$25,000, though our balance for Developer Donations is smaller by \$5,000. Our bank interest income continues to be higher than budgeted, but we are keeping it steady at \$10,000 in case rates come back down.

Corporate Fund - Expenditures

For the next draft of the Corporate Fund expenditure budget, direction is needed from the Board regarding salary and insurance benefits. As placeholders for the first draft, I have used a 4% wage increase and an increased cost sharing benefit to 100%/50%.

With the placeholders just mentioned, our total budgeted Corporate Fund expenditures for the first FY25 draft is \$2,576,271, which is \$82,243 more than FY24.

The total FY25 budgeted Corporate Fund expenditures are \$133,930 more than our budgeted income. While this means we continue to have a deficit budget, from FY24 to FY25 the increase in expenses is \$93,860 less than the increase in income from FY24 to FY25, which greatly reduces our deficit from last year's budget. Regardless, unless we underspend,

Corporate Fund balance will be needed to cover the additional expense deficit (see more in Fund Balance Projection Notes).

Also remember that we are still carrying a debt repayment obligation until 2029. For FY25, our total principal + interest is \$167,910. While it is quite likely the Library will replace the current debt with new debt for new building projects in 2030 or beyond, it is worth noting that if we were to take away the debt from this FY25's Corporate Fund draft budget, we would be in the black by \$33,980.

Special Reserve Fund

Special Reserve Fund - Income

FY24's budget had an expense deficit. It was anticipated that Corporate Fund balance would be needed to cover that deficit, which means there are no plans to transfer leftover funds into the Special Reserve Fund in FY25.

Special Reserve Fund - Expenditures

For FY25 we are budgeting \$38,000 from the Special Reserve Fund, which is \$32,840 less than FY24. This year has fewer automation costs and no large capital plans. Part of the budget includes a \$15,000 miscellaneous line that we hope not to spend.

Fund Balance Projection Notes

Below is the initial FY25 projection summary, based on the current FY24 year end projections along with the first draft of the FY25 budget. **Note:** Keep in mind projections are estimates and may change.

FY25 Fund Balance & Target Projections				
Fund	Balance 7/01/2024	FY25 Income	FY25 Expenditures	Balance 6/30/2025
Corporate	\$781,119	\$2,442,341	\$2,576,271	\$647,189
Working Cash	\$225,847	\$0	\$0	\$225,847
Special Reserve	\$355,825	\$0	\$38,000	\$317,825
Corporate + Working Cash FY25 Balance Target		FY25 Year End Target Balance	FY25 Year End Projected Balance	Difference Over / (Under)
		\$644,068	\$873,036	\$228,968

Our FY25 year-end target balance is approximately \$644,068, which is based on 25% of the FY25 budgeted corporate expenditures. This is to ensure we have at least three months-worth of operating funds at the ready in case levy income does not come in. Our projected year-end balance on June 30, 2025 is approximately \$873,036, exceeding our target by roughly \$228,968, despite our deficit spending. This means it may be possible to make a transfer to the Special Reserve Fund after FY25 is over, but since our levy increase will be smaller for FY26 due the lower CPI, I would still like to be cautious and anticipate continuing to use Corporate Fund Balance for a little while longer to help cover:

- Debt certificate payments (which last until 2029)
- Wage increases (COLA + Merit)
- Benefit changes

But to repeat some of the notes from the last two years' budget process about the sustainability of using fund balance, keep in mind that:

- The consumer price index (CPI) in 2023 fell to 3.4%, which means for our 2024 levy we will be able to capture 3.4% more than our current levy extension. While smaller than the past few years, if the Board chooses to levy for the full amount available, the library still has the potential to increase property tax revenue by at least \$80,000 for FY26. (This does not include increases from new construction or TIF reimbursements.)
- New construction in non-TIF areas of the district should continue to result in additional property tax revenue in future years.
- The City of Warrentville is in the process of conducting their special census. This will have a small but positive impact on our Per Capita grant income.
- For FY24, our TIF reimbursement was roughly \$25,000 more than we expected. I don't know how much more to expect this to keep growing, but I believe we should still be able to expect at least small increases in TIF reimbursements each year as growth in town continues.

Again, this all points to continuing increased income for the library, allowing for the use of fund balance. It also means that hopefully the amount of fund balance needed should decrease each year, eventually bringing us back to the yearly practice of being able to transfer money to the Special Reserve Fund after the fiscal year is over. This is important as we will need to begin planning larger building maintenance item replacements and other future building projects, and will need to build the necessary savings.

FY25 Budget Request Highlights – Public Services

Library Materials

As with the last few years, the Hoopla & Overdrive budgets have been increased to support growing usage of eMedia. Youth fiction was given a little more, and the CD+Playaway collections for both Youth and Adult were increased to grow the new collections.

Programming

Programming adds additional funds to support a special Fan Convention day in spring of 2025 to attract lovers of all different fandoms from Warrenville and beyond with artists and presenters. Hotel Motel Tax Grant programs (concerts) continue. This is reflected in both income and expenditures.

Professional Development

We plan for two staff to attend the ILA annual conference in Peoria.

Staffing

A potential plan continues to be evaluated for promoting one of our current staff to assistant department manager, which is reflected in the budget draft.

Additionally, while not currently reflected in the budget draft, another potential change would be to develop an official full-time outreach coordinator position. We believe this would be a great way to expand outreach and coordinate those efforts, but this requires time for thought and planning. This is a consideration for FY26, if it does not happen sooner.

Furniture/Equipment

Funds have been planned out of the Special Reserve Fund for the purchase of a new interactive for the Discovery Room, mobile display shelving and other furniture.

FY25 Budget Request Highlights – Member Services

No significant changes from FY24.

We do not anticipate any staffing changes. There is still one vacant Assistant position that is being used as a cushion for extra hours when needed, though some of the hours have been absorbed into the other Assistant positions.

Professional Development

We've budgeted for two staff to attend ILA's Reaching Forward Conference.

FY25 Budget Request Highlights – Acquisitions & Cataloging

No significant changes from FY24.

Professional Development

MaryKellie Marquez plans to attend the ILA annual conference in Peoria. Gail Smith plans to attend ILA's Reaching Forward Conference.

FY25 Budget Request Highlights – Automation / IT

The Automation portion of the budget includes hardware and software purchases plus ongoing maintenance and support of our current systems. Some of the special projects planned as part of this budget draft include:

- Replacement of staff monitors and printers
- Replacement of laptops for member in-house use
- More tech items for checkout, and streaming services for our Roku devices
- Makerspace equipment and supplies

Professional Development

Duncan Jones will be completing some certification courses.

FY25 Budget Request Highlights – Marketing

As always, items in the marketing (PR/Publicity) budget relate to:

- Increasing overall library awareness and
- Increasing use of library resources, both in-building and online

The marketing budget pays for:

- Printing and mailing of our quarterly newsletter, Reading Matters
- Email marketing & Digital marketing (including website)
- Promotional items
- Outreach support

Professional Development

There is a placeholder budgeted for a web development conference, course, etc. for David, to help with the improvement and/or redevelopment of our website.

FY24 Budget Request Highlights – Administration

Contractual / Consultants

Strategic Plan - Our current Strategic Plan will end in 2024. While I do still hope for us to make the next plan on our own, I have maintained a \$10,000 cushion to hire a consultant to help with the development of the next Strategic Plan in case we need it.

Website - We currently use Communico for our website, program reservation calendar, and room reservation calendar. With the special census that the City is doing, our price will most likely go up in 2026 with our increased population. This next year we will be exploring whether we want to stay with Communico or explore other options. In case we decide to move away from Communico, I wanted to add a \$10,000 cushion to hire a web developer in case we need it, though we do hope to use in-house talent if we go that route.

Auditor – Should we decide to keep Sikich, our audit costs will keep going up a bit each year.

Building & Maintenance / Capital Expenditures

Current requests continue the proactive maintenance of the library facility, an ongoing responsibility identified in the Strategic Plan. A few small increases were added to cleaning, landscape maintenance, and supplies.

Additional funds have also been planned out of the Special Reserve Fund for increased safety and security:

- Install security cameras at key locations, both interior and exterior
- Investigate a PA system for better building-wide communication

Administration Costs

Utilities - It has been a warm year. We underspent on gas and snow removal but spent more on electricity. For FY25 we have budgeted more for electricity, budgeted slightly less for gas, and kept snow removal similar in case next winter is snowier.

We did not finish updating our Personnel Handbook this year (Ian is waiting on me to review his updates), so we are carrying over the cost to have HR Source review our changes once completed.

Most other administration costs see no change or small increases.

Staff Development & Staff Recognition

There continue to be funds for managers and their staff to take advantage of training, general seminars, webinars, and meetings.

Funds are again included for a Staff In-service Day (date TBD) and for staff to participate in the SWAN Expo.

Staffing

This year's budget reflects an increase in Maintenance hours from 20 up to 25 hours a week. This will enable Ly to do more proactive maintenance with the building's HVAC, lighting, plumbing and mechanical. He'll also be able to set up the meeting room for more programs.

FY25 Budget Request Highlights – Wages & Benefits

Wage Increases

While it feels like the costs for everything remain high, both the COLA and CPI are lower this year. The Jan 2024 cost-of-living increase for Social Security is 3.2% (down from 8.7% last year). The 12-month rolling CPI for Dec 2023 was 3.4% (down from 6.5% the previous year).

With those changes in mind, I have prepared two scenarios for overall wage increases: 4% and 5%. These scenarios include 2% merit raises (meaning up to 2%) plus a COLA raise of either 2% or 3%. (**Note:** In the presented draft budget I am using the 4% increase option as a placeholder.)

For FY25, the Board needs to decide what percentage increase should be awarded to employees:

- 2% COLA + 2% merit
- 3% COLA + 2% merit

FY25 WAGE & BASE BENEFIT SCENARIOS

Below are the costs for the above two scenarios. Please note that FY24 had roughly a 2.75% cushion. In trying to have a tighter budget for FY25 I have just rounded up rather than using a bigger cushion. The increases are also based on this year’s actual projected salary costs, rather than FY24’s budgeted amount.

	Budgeted FY24	4% increase	5% increase
Wages			
Acquisitions & Cataloging	95,000	98,000	99,000
Administration	252,500	260,000	262,000
IT	62,500	64,000	64,000
Maintenance	28,000	36,000	36,000
Marketing	119,500	125,000	127,000
Member Services	269,000	273,000	275,000
Public Services	492,500	506,000	511,000
Salary subtotal	1,319,000	1,362,000	1,374,000
Benefits			
FICA	101,000	104,000	105,000
IMRF	107,500	111,000	113,000
Unemployment	1,260	1,260	1,260
Workers Comp	6,000	6,500	6,500
Benefit Subtotal	215,760	222,760	225,760
GRAND TOTAL	1,534,760	1,554,260	1,568,260

Note: The 2024 IMRF rate is 7.85%. As of this draft, we do not know what the IMRF rate will be in 2025, so I have used the 2023's rate of 8.41% as a placeholder in case it increases again. Hopefully it will not be that high.

Health Insurance

Last year, in continuing to improve benefits and staff retention, the board approved an increase to the amounts that the library contributes towards insurance premiums. Beginning January 1, 2024 the library now pays, based on the lowest rate plan, 95% of the insurance premium for single coverage of the employee only and 50% of the premium for any spouse/child/family coverage.

This goes a long way towards valuing and supporting staff, increasing staff retention, and helping us be more competitive in hiring. I recommend the library continue this and increase to 100/50 cost sharing for FY25, working towards paying a 100% of the premium for the *second* lowest rate plan in FY26.

For FY25, the Board will need to decide:

- Should the library keep the 95/50 cost sharing ratio for FY25? **-or-**
- Should the library increase the cost sharing benefit to 100/50?

FY25 INSURANCE PREMIUM COST SHARING SCENARIOS

Below are the costs for the above two options, calculated based on the lowest rate plan. The current FY24 insurance budget is \$133,000. For FY25 I anticipated premium increases on January 1, 2025 at 5% for vision, 10% for dental and 13% for medical.

The scenarios outline the cost for the actual current staff coverage, as well as adding 1 employee+spouse cushion should eligible staff increase their coverage. The scenarios below calculate current 2024 premiums + 2025 premium increases taking effect January 1, 2025.

Keeping 95%/50% share		Increase to 100%/50% share	
Current Staff Coverage	127,882	Current Staff Coverage	130,919
1 ee+spouse cushion	15,859	1 ee+spouse cushion	16,136
Total coverage + cushion	143,741	Total coverage + cushion	147,055



Warrenville Public Library District

FISCAL YEAR 2025 1st draft WORKING BUDGET

July 1, 2024 to June 30, 2025

For review by Library Board of Trustees
April 17, 2024

prepared by
Jason Stuhlmann, Executive Director
4/12/2024

Warrenville Public Library District
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Working Budget Summary (page 1)

Offers a summary of income and expenditures by broad categories with comparative information for the previous three years.

Line Item Working Budget (pages 2-10)

Detailed line item budget with descriptive detail for each line item. Includes income and expenditure details for both Corporate and Special Reserve funds.

Fund Balance Projections (page 11)

Projected fund balances through Fiscal Year 2028.

LIBRARY FUND ACCOUNTING

The Library has three funds:

- **Corporate Fund** - The Library's general operating fund responsible for the majority of income and expenditures.
- **Special Reserve Fund** - This is savings that can be used for building repairs & maintenance, automation, materials, furniture & equipment, and remodeling.
- **Working Cash Fund** - This is savings that cannot be used unless we do not receive our levy income and need to keep the library afloat.

The Fund Balance Projections on page 11 demonstrate the Library's intent to maintain a target fund balance of at least 3 months' operating expenditures.

INCOME HIGHLIGHTS

The Library increased its 2023 Tax Levy (used for FY25) to capture the 5.0% maximum increase of the Consumer Price Index as permitted by the Property Tax Extension Limitation Law (PTELL). With additional growth in Warrenville, this made for a levy increase of \$154,153.

TIF Districts #3 and #4 continue to provide steady disbursements, which will grow in the coming years with more TIF-supported residential development. For FY25 we expect to see at least \$50,000 in TIF disbursements.

We also saw interest income bring in more than expected this past year. While rates are unpredictable, we hope to see last year's rates sustained in FY25.

2016 DEBT CERTIFICATE REPAYMENT

In FY25, the Library is required to make principal & interest payments totaling \$167,910. The Library continues to use fund balance to cover these payments.

STRATEGIC PRIORITIES

The following strategic priority action items are funded for Fiscal Year 2025:

Priority #1 – Increase Use of the Library

- Improve Services to Hispanic Residents
 - Maintain budget for Spanish-language materials and programming in Spanish
 - Maintain two full-time bilingual positions – one in youth services, one in adult services
- Raise Awareness of the Library
 - Maintain and evaluate marketing efforts through newsletters, website, outreach, etc.

Priority #2 – Connect with the Community

- Connect Local Organizations, Entities and Residents

Priority #3 – Elevate the User Experience

- Enhance Customer Service
 - Staff training will continue to highlight service to diverse populations.

EXPENDITURE HIGHLIGHTS

Employee Costs

With a lower COLA and CPI, all employees will receive a 2 or 3% cost of living increase and are eligible for up to a 2% merit increase.

All library employees work at least 20 hours per week, making them eligible for IMRF. While not yet known, the Library's IMRF rate is projected to increase from 7.85% to 8.41% in 2025.

While we don't yet have estimates from LIMRiCC, we are currently planning for a 13% increase in health insurance rates on 1/1/2025. We also continue to incrementally improve our insurance premium sharing practices, raising the library's portion of the employee's cost on the lowest cost plan from 95% to 100%.

Extra funds have been added to salaries to support additional hours for building maintenance. In Public Services, assistant manager and dedicated outreach positions are also being considered.

Professional Development

Funds have been allocated to allow staff and trustees to participate in workshops, staff meetings and webinars. Three staff will attend the ILA conference in Peoria. Staff will attend Reaching Forward and SWAN Expo. A staff in-service will be planned.

EXPENDITURE HIGHLIGHTS (cont'd)

Furniture/Equipment Purchases

\$10,000 is budgeted to potentially purchase a new interactive for the Discovery Room and additional display shelving.

Automation / Technology

Funds have been budgeted for supporting our new Makerspace, and adding to our Tech-to-Go collection.

Special reserve funds are also budgeted to replace staff monitors, printers, and other miscellaneous items.

Consultants

We have added \$2,500 for using HR Source to review our updated Employee Handbook, \$10,000 allocated for hiring a strategic planning consultant, and \$10,000 for possibly hiring a web developer.

Library Materials

There are increases to Hoopla and Overdrive budgets to support increased eMedia usage, as well as more funds to support our new Playaway collections.

Programming & Publicity

We have added \$3,000 for planning a special Fan Convention day in spring of 2025, bringing in artists, presenters, and lovers of all different fandoms from Warrenville and beyond.

We also hope to plan a job fair in conjunction with Outreach Warrenville.

Concerts on the Commons and Sunday Music Matinees continue, both being supported by a \$14,542 City of Warrenville Hotel Tax Grant.

Building Maintenance & Utilities

In addition to planned, routine maintenance costs this budget includes funding for a couple small maintenance projects:

- Installation of security cameras
- Investigation of a PA system

Some cleaning, landscaping, and utility costs have gone up, and some have gone down.

WARRENVILLE LIBRARY - FY25 WORKING BUDGET - July 1, 2024 through June 30, 2025

CATEGORY SUMMARY

% change FY24 projected to FY25 Budget

% change FY24 Budget to FY25 Budget

INCOME CATEGORIES	% of total income	FY25 BUDGET			FY24 BUDGET	FY24 PROJECTED	FY23 ACTUAL	FY22 ACTUAL
Property Taxes	95.227%	2,325,758	7%	7%	2,171,305	2,168,279	1,985,284	1,985,284
Copier	0.246%	6,000	0%	0%	6,000	6,000	6,436	5,282
Extended Use Fees	0.000%	-	-100%		-	388	12	86
Other Fees	0.006%	150	38%	0%	150	109	175	116
TIF Funds	2.047%	50,000	2%	100%	25,000	49,153	24,776	6,822
Interest	0.409%	10,000	-60%	0%	10,000	25,000	20,387	2,048
Book & Bag Sales	0.020%	500	-16%	-29%	700	595	746	3,197
Lost Books	0.102%	2,500	-8%	0%	2,500	2,727	3,297	3,197
Gifts/Memorials	0.066%	1,600	-11%		1,400	1,795	1,945	2,690
Miscellaneous	0.020%	500	-63%	0%	500	1,340	3,598	643
Hotel/Motel Tax Grant	0.595%	14,542	13%	13%	12,892	12,892	12,870	195
Per Capita Grant	0.851%	20,791	0%	0%	20,791	20,792	20,791	19,988
Grants Miscellaneous	0.000%	-	0%		-	-	-	-
Debt Certificate Proceeds	0.000%	-	0%		-	-	-	-
Developer Donations	0.409%	10,000	-33%	-33%	15,000	15,000	20,000	-
TOTAL INCOME	100.00%	2,442,341	6%	8%	2,266,238	2,304,070	2,148,903	2,127,079

EXPENDITURE CATEGORIES	% of total expenditure	FY25 BUDGET			FY24 BUDGET	FY24 PROJECTED	FY23 ACTUAL	FY22 ACTUAL
Salaries	52.10%	1,362,000	5%	3%	1,319,000	1,302,000	1,135,818	1,034,033
Illinois Municipal Retirement Fund	4.25%	111,000	3%	3%	107,500	107,500	102,458	107,392
FICA (Social Security, Medicare)	3.98%	104,000	9%	3%	101,000	95,000	83,224	75,752
Employee Insurance (UI, Workers Comp)	0.29%	7,525	4%	4%	7,260	7,260	4,801	1,503
Operating/Supplies/Postage/Legal Notices	1.09%	28,435	18%	-5%	30,030	24,050	23,648	23,359
Furniture / Equipment Purchase & Maintenance	0.80%	20,970	122%	36%	15,370	9,448	12,567	9,212
Automation - Software, Purchase, & Maintenance	2.99%	78,225	-26%	-38%	125,564	105,583	80,107	76,511
Insurance (Package & Liability)	1.06%	27,650	12%	12%	24,643	24,590	33,705	12,768
Insurance - Health/Life	5.62%	147,000	15%	11%	133,000	128,000	82,447	52,630
Personnel Development & Recognition - Staff	1.08%	28,160	70%	-8%	30,643	16,600	36,566	13,502
Trustee Development & Supplies	0.06%	1,650	-37%	-56%	3,736	2,600	1,400	2,767
Professional Contractual Services	1.95%	50,894	77%	18%	43,250	28,673	23,856	21,385
Library Materials - Books, A/V, Periodicals, Online	7.98%	208,515	6%	4%	200,638	196,256	167,257	186,612
Programming	1.28%	33,542	5%	5%	31,892	31,892	32,627	15,556
PR/Publicity & Misc. Public Service	0.92%	23,960	24%	5%	22,790	19,250	17,755	22,721
Building Maintenance & Security	5.43%	142,035	37%	7%	132,200	103,628	135,059	98,451
Utilities	2.67%	69,800	6%	10%	63,400	65,700	52,185	61,745
Gift expenditures	0.00%	-	0%		-	-	-	-
Capital Improvement Projects	0.00%	-	0%		-	-	-	-
Debt Service	6.42%	167,910	-2%	-2%	170,895	170,895	168,742	166,581
Contingency	0.04%	1,000	0%	0%	1,000	-	-	53
Total Expenditures	108.40%	2,614,271	7%	2%	2,567,311	2,438,925	2,194,389	1,983,493

Total Expenditures not inclusive of capital project costs

Income less Expenditures		(171,930)			(301,073)	(134,855)	(45,486)	143,586
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Income less Expenditures not inclusive of capital project costs

WARRENVILLE LIBRARY - FY25 WORKING BUDGET - July 1, 2024 through June 30, 2025

LINE ITEM DETAILED SUMMARY

Account & Fund Ext.	Account Description	FY25 BUDGET (Corp + SpRes) TOTALS	01 Corporate Fund Itemized	11 Special Reserve Fund Itemized	NOTES	% change FY24 Projected to FY25 Budget		% change FY24 Budget to FY25 Budget			
								FY24 BUDGET	FY24 Projected	FY23 ACTUAL	FY22 ACTUAL
INCOME											
4001-01	Taxes Levied Corp 100.00	2,325,758	2,325,758		2023 Levy for FY25 - Official from County as of 4/8/24	7%	7%	2,171,305	2,168,279	2,033,630	1,979,725
4002-01	Back Taxes Corporate 100.00	-	-			0%		-	-	240	-
4010-01	Copier	6,000	6,000			0%	0%	6,000	6,000	6,436	5,282
4015-01	Extended Use Fees	-	-			-100%		-	388	12	86
4016-01	Other Fees	150	150			38%	0%	150	109	175	116
	TIF Funds	50,000	50,000		TIF reimbursement for residential development	2%	100%	25,000	49,153	24,776	6,822
4300-01	Interest - Corporate	10,000	10,000		Budgeting modestly in case rates come back down	-60%	0%	10,000	25,000	20,387	2,048
4400-01	Book & Bag Sales	500	500		Recycled books only	-16%	-29%	700	595	746	377
4450-01	Lost Books	2,500	2,500			-8%	0%	2,500	2,727	3,297	3,197
4500-01	Gifts/Memorials	1,600	1,600		DuPage Foundation	-11%		1,400	1,795	1,945	2,690
4600-01	Miscellaneous	500	500			-63%	0%	500	1,340	3,598	643
4700-01	Hotel/Motel Tax Grant	14,542	14,542		Summer Concerts & Sunday Musical Matinees (per award letter)	13%	13%	12,892	12,892	12,870	195
4800-01	Per Capita Grant	20,791	20,791		Population = 14,096; Per Capita Grant rate is \$1.475	0%	0%	20,791	20,792	20,791	19,988
4802-01	Grants Miscellaneous	-	-		Nothing planned at this time.	0%		-	-	-	351
4900-01	Developer Donations	10,000	10,000		Balance as of March 31, 2024 is \$10,212.60	-33%	-33%	15,000	15,000	20,000	100,000
	TOTAL INCOME	2,442,341	2,442,341	-		6%	8%	2,266,238	2,304,070	2,148,903	2,127,079
EXPENDITURES											
6001-01	Salaries - Administration	260,000	260,000		Based on 4% raise (2% COLA + up to 2% merit), rounded up	3%	3%	252,500	252,000	236,750	179,846
6002-01	Salaries - Member Services	273,000	273,000		Based on 4% raise (2% COLA + up to 2% merit), rounded up	5%	1%	269,000	260,000	207,572	202,686
6003-01	Salaries - Maintenance	36,000	36,000		Based on 4% raise (2% COLA + up to 2% merit), rounded up	29%	29%	28,000	28,000	25,211	24,606
6004-01	Salaries - Marketing	125,000	125,000		Based on 4% raise (2% COLA + up to 2% merit), rounded up	5%	5%	119,500	119,000	88,873	56,301
6005-01	Salaries - Public Services	506,000	506,000		Based on 4% raise (2% COLA + up to 2% merit), rounded up	3%	3%	492,500	490,000	437,374	400,650
6006-01	Salaries - IT	64,000	64,000		Based on 4% raise (2% COLA + up to 2% merit), rounded up	5%	2%	62,500	61,000	54,651	89,930
6007-01	Salaries - Acquisitions & Cataloging	98,000	98,000		Based on 4% raise (2% COLA + up to 2% merit), rounded up	7%	3%	95,000	92,000	85,387	80,014
6008-01	IMRF Expense	111,000	111,000		2024 rate 7.85%; 2025 rate 8.41 % (Based on 4% raise, rounded up)	3%	3%	107,500	107,500	102,458	107,392
6009-01	FICA Expense	104,000	104,000		7.65% of gross wages (Based on 4% raise, rounded up)	9%	3%	101,000	95,000	83,224	75,752
6010-01	Unemployment Compensation	1,025	1,025		0.26% on first \$13,590	-19%	-19%	1,260	1,260	1,299	1,503
6064-01	Operating - Material Processing Tech	9,600				20%	-9%	10,600	8,000	6,796	8,889
			9,000		Processing supplies (barcodes, labels, tape, replacement cases, pre-processing, etc.)						
			600		Freight charges						

Account & Fund Ext.	Account Description	FY25 BUDGET (Corp + SpRes) TOTALS	01 Corporate Fund Itemized	11 Special Reserve Fund Itemized	NOTES	% change FY24 Projected to FY25 Budget					
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6065-01	Operating - Material Processing Circulation	3,450				130%	-3%	3,550	1,500	1,805	2,483
			2,500		Adhesive receipt paper (holds, SWAN routing)						
			200		Thermal Receipt Paper (2 boxes @\$100/box)						
			75		Bluetooth Receipt Paper (Point of Sale Terminal)						
			125		Touchscreen wipes (4 boxes @ \$30 each) for self checks, scan station, iPads at Member Services						
			50		Notice Envelopes for misc. damaged and billing correspondence						
			500		Miscellaneous						
6069-01	Operating - Postage	5,070				13%	7%	4,750	4,500	4,341	3,461
			350		Bulk Mail Permit Fee						
			600		Monthly bills/misc - \$50/month						
			3,360		Newsletters 4@\$840						
			450		ILL OOS Lending 8/mo=96*\$4.50 (rounded up)						
			110		Damaged & Misc. Billing Notices (200 @ \$0.55)						
			200		Miscellaneous (Administration)						
6070-01	Operating - Office Supplies	3,215				7%	-15%	3,780	3,000	3,773	3,564
			2,000		Copy paper including colored and cardstock						
			-		Jason's Notary expires in 2026 and Jackie's in 2028 - no supplies needed						
			25		Name badge supplies						
			50		Annual Labor Law poster						
			1,000		Other office supplies						
			140		Sam's Club Plus Membership						
6071-01	Operating - Bank Fees	1,600				23%	0%	1,600	1,300	1,102	827
			500		Credit Card Processing Fees (Square, ProPay, PayPal)						
			800		Bank Fees (includes check positive pay @ \$9 per month; Service charge for IBT DDA account @ \$50 per month)						
			300		Propay fee (SWAN)						
6072-01	Operating - Automation Supplies	4,250				-6%	-6%	4,500	4,500	4,858	3,169
			250		Miscellaneous: compressed air, screen cleaning wipes, etc.						
			4,000		Toner Cartridges						
6075-01	Operating - Publishing	1,250	1,250		Legal notices	0%	0%	1,250	1,250	972	966
6090-01	Furniture/Equipment - Purchases	10,470				23%	11%	9,470	8,500	9,945	6,422
			3,150		Konica Minolta copier lease - BizHub C250i (AS) + BizHub C3350i (YS) = \$259.65/mo thru 4/26; includes unlimited prints						
			4,900		Konica Minolta copier lease - BizHub 360i (Admin) = \$407/mo thru 3/25; includes unlimited prints						
			420		Marketing iPhone - \$35 monthly data plan						
			1,000		AS/YS - new office chairs for adult/youth desks, pods x2						
			1,000		Miscellaneous						
6090-11	Furniture/Equipment - Purchases (Special Reserve)	10,000				1443%	127%	4,400	648	848	-
				5,000	Miscellaneous displays, furniture & equipment						
				5,000	New interactive for Discovery Room						
6093-01	Furniture/Equipment - Maintenance	500	500		Konica Minolta monthly copier maintenance - BizHub C258 (MS-Library owns copier) - ~\$25 month per print costs	67%	-67%	1,500	300	1,774	2,790

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						FY24 BUDGET	FY24 Projected	FY23 ACTUAL	FY22 ACTUAL		
6096-01	Automation - Software	16,175				-1%	-1%	16,275	16,275	10,227	16,075
			2,000		B&T Title Source & Reviews						
			1,200		Beanstack Summer Reading Software						
			6,000		Communico Suite						
			420		Marketing / Adobe Creative Cloud subscription for Graphics PC (\$30/mo paid annually)						
			420		Public / Adobe Creative Cloud subscription for Public PCs (\$30/mo paid annually) (240 first year/360 thereafter)						
			1,075		WhoFi wifi analytics						
			100		Quickbooks Online Plus (5-user annual subscription)						
			-		KnowBe4 antiphishing/antimalware testing & training 3-year subscription [30] licenses (exp 06/06/2027) - Not needed again until FY27.						
			150		Adobe Cloud (Marketing)						
			310		Zoom Meetings Subscription Renewal (Admin)						
			500		Streaming services for Roku sticks						
			2,000		Screen reading assistance software						
			2,000		Miscellaneous						
6098-01	Automation - Purchase	5,500				38%	0%	5,500	4,000	1,368	2,589
			1,500		New Mobile devices (including new Rokus and CD players)						
			2,500		Makerspace equip & supplies: Heat press, mug press, Glowforge Aura and filter, new materials						
			1,500		Miscellaneous (includes replacements for hot spots, mobile devices)						
6098-11	Automation - Purchase (Special Reserve)	7,000				-77%	-85%	47,940	30,308	16,541	4,111
				2,800	New staff monitors 2 22" @200, 8 27" @ ~300each						
				550	1 replacement printer for MS/AS/YS/TS, possibly HP Laser Jet Pro 4201dn						
				1,400	Management Team printer replacements x7 @ 200						
				1,200	Chromebooks for in-house checkout						
				200	New scanners						
				500	UPS (power supply) x1						
				100	Digital cameras for desks						
				250	Cloudkey replacement						
6099-01	Automation - Maintenance	49,550				-10%	-11%	55,849	55,000	51,970	53,736
			2,250		Cen-Tec annual maintenance for self-checks [2]						
			150		Cisco Meraki cloud management for iPad Kiosk						
			500		Misc AV repairs						
			3,250		Azure Cloud backup of servers (monthly charges based on storage volume)						
			-		Domain Name @ GoDaddy - Not needed again until FY32.						
			5,000		Network Consultant prepaid hours [50]						
			2,000		BlueWire quarterly support - Phone system maintenance contract 24x7						
			29,000		SWAN Membership Fees (decreased from FY24)						
			2,400		T-Mobile/Mobile Beacon service plans for hotspots - 20 current @ 120 yr						
			3,500		TBS MyPC, PaperCut, Cpad/Print Release (2), Coin tower (3), ePRINTit, SimpleScan						
					Station annual maintenance						
			1,500		Miscellaneous						

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						FY24 BUDGET	FY24 Projected	FY23 ACTUAL	FY22 ACTUAL		
6100-01	Workmen's Compensation	6,500	6,500		Based on % raise, with 1% cushion, rounded up	8%	8%	6,000	6,000	3,502	-
6102-01	Insurance Package	25,500	25,500		2024 (Jan-Dec) LIRA Package was \$22,449 (an 11.17% increase over 2023). For 2025 I am budgeting ~14% increase over 2024. Package includes: General liability, property, auto, crime, cyber	14%	14%	22,443	22,440	33,705	12,768
6103-01	Liability Insurance - Officers/Directors	2,150	2,150		Additional Government Crime Policy because the Treasurer is not covered in the larger LIRA package. Jul2024-Jun2025. Three year policy 2022-2025.	0%		2,150	2,150	-	-
6107-01	Insurance - Bonds	-	-		Jason's Notary Bond expires in 2026 and Jackie's in 2028	0%		50	-	0	-
6108-01	Insurance - Health/Life	147,000	147,000		Increases premium sharing from 95%/50% based on the lowest cost plans up to 100%/50% cost sharing starting Jan 1, 2025. Starting Jan 1, 2025, assumes 5% increase for vision & life, 10% increase for dental, and a 15% increase for medical. Also adds in cushion of 1 ee/spouse plan in case staff change coverage.	15%	11%	133,000	128,000	82,447	52,630
6146-01	Personnel Development - Recruiting	1,000	1,000		Includes advertising and background checks	900%	-33%	1,500	100	19,974	225
6148-01	PD - Staff Appreciation	4,450				48%	-14%	5,200	3,000	2,618	1,170
			200		Staff Recognition Awards (5-year anniversaries, \$10 per year) - FY25 will have three 5 yr awards.						
			1,000		Staff Appreciation Lunches, retirement/leaving lunches, random treats						
			2,250		Staff/Trustee Appreciation Event						
			500		National Library week staff box lunch						
			500		Bereavement, sick flowers, etc.						
6149-01	PD - Staff/Tuition Reimbursement	1,800				0%		800	-	910	552
			800		Duncan Jones (Comp TIA Network + & Security+ Certifications)						
			1,000		Placeholder for any requests						
6150-01	PD - Staff dues	3,900				30%	9%	3,583	3,000	2,789	2,675
			260		Director: ALA (\$162) + PLA (\$85)						
			450		Public Services Manager: ALA (\$162) + PLA (\$85) + ALSC (\$53) + YALSA (\$62) + RUSA (\$67)						
			260		Member Services Manager: ALA (\$162) + PLA (\$85)						
			260		Acquisitions & Cataloging Manager Memberships: ALA (\$162) + PLA (\$85)						
			270		HR Manager - SHRM						
			225		ILA - Institutional Membership (no employee personal memberships)						
			175		LACONI - institutional membership (FY24 was 150)						
			50		ATLAS - institutional membership						
			1,400		HR Source - institutional membership						
			150		Wheaton Warrentville Early Childhood Coop.						
			375		Chamber of Commerce - institutional (FY24 was 340)						
			25		Warrentville Historical Society - institutional						

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6151-01	PD - Staff meetings	14,260				78%	-10%	15,760	8,000	8,757	7,492
			400		Acquisitions & Cataloging: Miscellaneous seminars, webinars, meetings						
			160		Acquisitions & Cataloging: Reaching Forward Conference (1)						
			1,300		Acquisitions & Cataloging Manager: ILA Conference						
			500		Director: Miscellaneous seminars, webinars, trainings, meetings						
			150		Director: Directors University 2 - if offered						
			1,000		HR Manager: Training through HR Source						
			100		IT: Miscellaneous seminars, webinars, meetings						
			350		IT: Management Training through HR Source						
			250		Marketing: Miscellaneous seminars, webinars, meetings						
			750		Marketing: Website development conference or course for David						
			800		Member Services: Miscellaneous seminars, webinars, meetings						
			350		Member Services: Reaching Forward Conference (2)						
			700		Public Services: Miscellaneous seminars, webinars, meetings						
			2,600		Public Services: ILA Annual Conference Peoria (2)						
			250		Public Services Manager: Management Training through HR Source						
			2,500		Staff In Service						
			500		All-Staff Meetings						
			500		Hosted Meetings						
			350		SWAN Expo \$35person x ~10 staff = 350						
			750		Homelessness Training Subscription						
6152-01	PD - Staff Transportation	2,750				10%	-28%	3,800	2,500	1,518	1,388
			1,600		General mileage reimbursement (local, in-person meetings resuming)						
			250		Directors University 2 (1) - if offered						
			900		ILA Conference Peoria (3)						
			-		Next PLA Conference (2) in 2026						
6153-01	PD - Trustee dues	-	-	-	Next PLA Conference in FY26. ALA/PLA for 1 trustee: ALA (\$155) + PLA (\$81)			236	-	-	153
6154-01	PD - Trustee meetings	700				-53%	-69%	2,250	1,500	606	1,737
			250		Trustees: Miscellaneous seminars, webinars, meetings						
			150		ILA Legislative Meetup (2 trustees)						
			150		ILA Trustee Workshop (2 trustees)						
			150		LACONI Trustee Dinner (2 trustees)						
			-		Next PLA Conference (1 trustee) in 2026						
6155-01	PD - Trustee transportation	250				-58%	-67%	750	600	-	454
			250		Miscellaneous						
			-		Next PLA Conference (1 trustee) in 2026						
6156-01	PD - trustee miscellaneous	700	700		cards, flowers, cakes, treats, meeting supplies	40%	40%	500	500	793	423

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6200-01	Contractual - Lawyer	3,500	3,500			40%	-13%	4,000	2,500	1,013	1,688
6205-01	Contractual - Accounting	15,244				33%	15%	13,300	11,500	14,682	11,812
			7,344		Accounting Services - 3/19/24 - \$612/mo)						
			1,800		GASB 75 Actuarial Report (OPEB) - Cycle: 1800 first year for full report, 200 second year for rollover. FY25 is 1800. FY26 will be 200.						
			6,100		Paylocity (Webtime, Webpay, ACA tracking)						
6206-01	Contractual - Collection Agency	300	300		Unique Management Systems	20%	20%	250	250	236	235
6210-01	Contractual - Audit	8,600	8,600		Sikich per 3 yr agreement, 2024-2026 (1=8600, 2=9000, 3=9450)	5%	5%	8,200	8,200	7,925	7,650
6211-01	Contractual - Consultants	23,250				274%	33%	17,500	6,223	0	-
			10,000		Strategic Planning (if needed - I hope to do on our own)						
			10,000		Creating a placeholder for potential web development services to redo our website (though we hope to potentially do this with in house talent)						
			3,250		Review of employee handbook by HR Source						
6247-01	Library Materials - Adult Books	52,500				0%	0%	52,500	52,500	44,072	50,412
			23,500		Nonfiction						
			26,500		Fiction						
			2,500		Spanish						
6248-01	Library Materials - Children/Youth Books	39,000				6%	6%	36,800	36,800	33,684	38,070
			10,000		Nonfiction						
			23,000		Fiction						
			1,500		Spanish						
			4,500		Young Adult						
6250-01	Library Materials - Adult Audiovisual	13,000				4%	4%	12,500	12,500	8,962	13,343
			6,500		DVDs						
			5,000		Audiobooks (CD + Playaway)						
			500		CDs						
			500		Board games						
			500		Memory Care Kits						
6251-01	Library Materials - Youth Audiovisual	5,500				10%	10%	5,000	5,000	4,666	3,870
			1,000		DVDs						
			300		Music						
			3,200		Audiobooks (CD + Playaway)						
			1,000		Puzzles & Kits						
6254-01	Library Materials - eBooks	59,700				17%	12%	53,400	51,000	38,615	37,230
			35,000		Hoopla (FY23 sustained increased usage)						
			700		Tumblebooks						
			24,000		Overdrive						
6261-01	Library Materials - Periodicals	9,535	9,535		Magazines & Newspapers (Rivistas) + Bookpage	2%	8%	8,800	9,337	8,796	8,825
6264-01	Library Materials - Internet Subscriptions	29,280				1%	-7%	31,638	29,119	28,462	31,883
			6,350		EBSCO - SWAN Group Purchase						
			4,700		Newsbank, Heritage Hub, Chicago Collection, Black Life in America						
			3,300		Mango Language w/ ASL Inside						
			2,200		Niche Academy						
			3,200		Value Line						
			3,230		Proquest: Ancestry Library Edition & Heritage Quest						
			6,300		Miscellaneous: Public Records, World Trade Press, LinkedIn Learning, AtoZ Databases, Weiss Financial Ratings, Educate Station, Gale (Legal Forms, Plan Building, Entrepreneurship & Test Prep)						

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6300-01	Public Service - Adult Programming	9,500				0%	0%	9,500	9,500	8,907	6,262
			5,600		20 programs @ \$300 each + supplies						
			700		Summer Reading prizes and publicity						
			650		Movie licenses						
			150		11 book discussions @\$12 ea						
			400		Outreach/Passive Programming						
			1,000		Programming in Spanish						
			1,000		Other Programming						
6301-01	Public Service - Youth Programming	9,500				0%	0%	9,500	9,500	8,964	5,924
			3,000		Youth & Young Adult Programs						
			1,500		Youth & Young Adult Presenters						
			2,000		Summer Reading						
			1,300		1000 Books & Moments						
			700		100 Books Before High School						
			1,000		Other programming						
6304-01	Public Service - Hotel/Motel Tax	14,542				13%	13%	12,892	12,892	14,756	3,370
			11,096		Concerts on the Commons (Hotel Tax Grant)						
			3,446		Sunday Musical Matinees (Hotel Tax Grant)						
6305-01	Public Service - Refunds/Fines/Fees	500	500		Refunds to other libraries for materials lost by Warrenville patrons	-9%	100%	250	550	13	59
6308-01	Public Service - Printing	11,600				-5%	-5%	12,200	12,200	9,170	10,833
			10,800		Newsletter - 4 @ \$2,700 each						
			800		Brochures, bookmarks, sandwich board inserts, t-shirts						
6311-01	Public Service - PR/Publicity	11,360				89%	18%	9,640	6,000	8,376	11,679
			1,500		Shirts/logo apparel for new staff members (with new logo)						
			50		Social media ads, boosts						
			2,000		Giveaways - New cardholders & outreach events						
			500		Parade - float decor, candy						
			950		Giveaways - Pens						
			200		Outreach Events - 4 Marketing/Member Servies meet & greet events at new housing or business venues @ \$50						
			700		Miscellaneous Marketing materials (misc. supplies, plus new sandwich boards to hold 36 x 24 prints)						
			160		Canva Subscription						
			150		Stock images						
			1,800		Constant Contact						
			350		Bit.ly link shortener subscription						
			3,000		Social Media Data Storage - We own 4/6 accounts, so our share of May 2024 \$4188 invoice will be roughly \$2792						
6313-01	Public Service - Miscellaneous	500				0%	-29%	700	500	195	150
			225		Museum Adventure Pass Program						
			275		Misc. programs						

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6400-01	Maintenance	55,520				6%	6%	52,300	52,300	37,448	34,911
			35,000		Cleaning Contract + special cleaning services \$2,665 - July 24 - Jun 25						
			4,000		Carpet cleaning						
			3,000		Window washing (1X/year)						
			6,000		Elevator contract						
			1,000		Elevator pressure test (2X/year)						
			600		Elevator Hydraulic Code Requirments (OTIS)						
			320		City Inspection of elevator (\$80 per visit - 4X/year)						
			600		Pest Control						
			2,000		Roof Maintenance (Spring, Fall) - calendar 2024 price is 1950.						
			-		Movable partition maintenance (Getting very little use. Last inspected FY22.)						
			3,000		Miscellaneous						
6400-11	Maintenance (Special Reserve)	15,000		15,000	Miscellaneous repairs	377%	0%	15,000	3,144	46,815	22,979
6401-01	Maintenance - Supplies	2,000				33%	0%	2,000	1,500	926	295
			1,000		Bulbs, Ballasts						
			1,000		Miscellaneous equipment						
6402-01	Security	12,360				24%	0%	12,400	10,000	12,881	5,854
			1,500		Fire alarm - inspection & repairs						
			600		Elevator access (OTIS) during fire alarm inspection & repairs						
			3,300		Alarm monitoring (\$700/quarter for burglar; \$90/quarter for fire)						
			600		Extinguisher inspection and recharging						
			4,000		Fire Sprinkler System - inspection and repairs						
			360		Backflow Preventor test (4@\$90)						
			2,000		General maintenance						
6207-11	Security (Special Reserve)	6,000				#DIV/0!	71%	3,500	-	168	-
			1,000		Security Camera System (up to 10 new @ ~\$100 each) G4 Instant						
			5,000		PA System						
6403-01	Gas	7,500	7,500		Gas - 3/27/24 last 9 mos/\$473/mo. Budgeting more than this in case of colder winter, but less than FY24.	21%	-21%	9,500	6,200	7,647	8,826
6406-01	Snow Removal	21,000	21,000		FY24 had mild winter, so keeping the same in case of more snow.	66%	0%	21,000	12,684	15,968	17,325
6407-01	HVAC	12,600				58%	4%	12,100	8,000	11,475	7,442
			10,800		General maintenance						
			1,000		Filters						
			800		Humidifier bottles						
6408-01	Water/Sewer	1,800	1,800		\$300 estimate every 2 months (includes City's new charge to cover Naperville upgrades)	20%	-10%	2,000	1,500	1,202	962
6409-01	Electricity	42,000	42,000		\$3,461/mo for 9 months	0%	24%	34,000	42,000	27,005	35,288
6410-01	Telephone	18,500				16%	3%	17,900	16,000	16,331	16,669
			3,600		Telephone lines (Granite/POTS \$200/mos; Fusion/regular VoIP phones \$80/mos)						
			14,000		Internet - AT&T \$375/mo (5/1/20-5/1/25) Internet - Technology Mgt (ICN) \$475/mo, 100mbps (5/1/20-4/30/25) Internet - Comcast \$262.90/mo currently, backup line						
			900		Faxing costs for BookScan Station						
6411-01	Janitorial supplies	3,300				10%	-6%	3,500	3,000	1,855	3,017
			3,000		Kleenex, dish soap, paper towels, napkins, batteries						
			300		Safety committe supplies						

Account & Fund Ext.	Account Description	FY25 BUDGET (Corp + SpRes) TOTALS	01 Corporate Fund Itemized	11 Special Reserve Fund Itemized	NOTES	% change FY24 Projected to FY25 Budget		% change FY24 Budget to FY25 Budget			
								FY24 BUDGET	FY24 Projected	FY23 ACTUAL	FY22 ACTUAL
6413-01	Landscape maintenance	14,255				10%	3%	13,900	13,000	7,691	6,628
			3,745		Outside landscaping \$534 mo for 2024 season (7 months Apr-Oct)						
			3,960		Inside contract (est \$330/mos)						
			300		Spring plants - library purchases/plants						
			2,000		Miscellaneous Replacements, Landscaping						
			4,000		Mulch						
			250		Outside Christmas lights						
6500-01	Gift expenditures	-	-	-				-	-	-	960
6520-01	Capital Improvement Projects	-	-	-				-	-	-	-
6520-11	Capital Improvement Projects (Special Reserve)	-	-	-				-	-	-	-
6530-01	Debt Repayment (Principal)	150,000	150,000		Starting Dec 2025, principal will increase \$5k each year until final principal payment on 12/1/2029.	0%	0%	150,000	150,000	145,000	140,000
6531-01	Debt Repayment (Interest)	17,910	17,910		Interest will decrease roughly \$3k each year until final interest payment on 6/1/2029.	-14%		20,895	20,895	23,742	26,581
6600-01	Contingency	1,000	1,000			#DIV/0!	0%	1,000	-	-	53
6702-01	Census Grant	-	-		Not needed again until 2030.			-	-	-	-
	Total Expenditures	2,614,271	2,576,271	38,000		7%	2%	2,567,311	2,438,925	2,194,389	1,983,493
	Total expenditures without debt repayment	2,446,361	2,408,361			7%	1%	2,417,311	2,288,925	2,049,389	1,843,493
	Income less Expenditures	(171,930)	(133,930)	(38,000)				(301,073)	(134,855)	(45,486)	143,586
	Total income less expenditures without debt repayment	(4,020)	33,980			-127%	-97%	(151,073)	15,145	99,514	283,586

WARRENVILLE LIBRARY - FUND BALANCE PROJECTIONS - as of April 12, 2024

FY2024-2025

FUND	Estimated Beginning Balance 7/1/24	Income Budgeted FY24/25	Expenses Budgeted FY24/25	Projected Year-End Balance 6/30/25	Income vs. Expenses
CORPORATE	781,119	2,442,341	2,576,271	647,189	(133,930)
SPECIAL RESERVE	355,825	-	38,000	317,825	(38,000)
WORKING CASH	225,847	-	-	225,847	-
TOTALS	1,362,791	2,442,341	2,614,271	1,190,861	(171,930)

Note: Cash on hand at year-end is approximately \$975,000 greater due to deferred property tax revenue.

FUND BALANCE TARGETS	TARGET *	PROJECTED YEAR-END	DIFFERENCE OVER/(UNDER)
Corporate + Working Cash	644,068	873,036	228,968

*Target = 25% of Corporate expenditures; Surplus from Corporate + Working Cash may be transferred to Special Reserve Fund

FY2025-2026

FUND	Estimated Beginning Balance 7/1/25	CPI		Projected Year-End Balance 6/30/26	Income vs. Expenses
		3.40%	2.5%		
Income Budgeted FY25/26	Expenses Budgeted FY25/26				
CORPORATE	647,189	2,525,381	2,640,678	531,892	(115,297)
SPECIAL RESERVE	317,825	-	75,000	242,825	(75,000)
WORKING CASH	225,847	-	-	225,847	-
TOTALS	1,190,861	2,525,381	2,715,678	1,000,564	(190,297)

Note: Cash on hand at year-end is approximately \$975,000 greater due to deferred property tax revenue.

FUND BALANCE TARGETS	TARGET *	PROJECTED YEAR-END	DIFFERENCE OVER/(UNDER)
Corporate + Working Cash	660,169	757,739	97,569

*Target = 25% of Corporate expenditures; Surplus from Corporate + Working Cash may be transferred to Special Reserve Fund

FY2026-2027

FUND	Estimated Beginning Balance 7/1/26	est. CPI		Projected Year-End Balance 6/30/27	Income vs. Expenses
		2.00%	2.00%		
Income Budgeted FY26/27	Expenses Budgeted FY26/27				
CORPORATE	531,892	2,575,888	2,693,491	414,289	(117,603)
SPECIAL RESERVE	242,825	-	75,000	167,825	(75,000)
WORKING CASH	225,847	-	-	225,847	-
TOTALS	1,000,564	2,575,888	2,768,491	807,961	(192,603)

Note: Cash on hand at year-end is approximately \$975,000 greater due to deferred property tax revenue.

FUND BALANCE TARGETS	TARGET *	PROJECTED YEAR-END	DIFFERENCE OVER/(UNDER)
Corporate + Working Cash	673,373	640,136	(33,237)

*Target = 25% of Corporate expenditures; Surplus from Corporate + Working Cash may be transferred to Special Reserve Fund

FY2027-2028

FUND	Estimated Beginning Balance 7/1/27	est. CPI		Projected Year-End Balance 6/30/28	Income vs. Expenses
		2.00%	2%		
Income Budgeted FY27/28	Expenses Budgeted FY27/28				
CORPORATE	414,289	2,627,406	2,747,361	294,334	(119,955)
SPECIAL RESERVE	167,825	-	75,000	92,825	(75,000)
WORKING CASH	225,847	-	-	225,847	-
TOTALS	807,961	2,627,406	2,822,361	613,006	(194,955)

Note: Cash on hand at year-end is approximately \$975,000 greater due to deferred property tax revenue.

FUND BALANCE TARGETS	TARGET *	PROJECTED YEAR-END	DIFFERENCE OVER/(UNDER)
Corporate + Working Cash	686,840	520,181	(166,660)

*Target = 25% of Corporate expenditures; Surplus from Corporate + Working Cash may be transferred to Special Reserve Fund