

**BUDGET AND APPROPRIATION ORDINANCE
OF THE ALLERTON PUBLIC LIBRARY DISTRICT LOCATED IN THE
COUNTY OF PIATT, STATE OF ILLINOIS
FOR THE FISCAL YEAR BEGINNING
JULY 1, 2024 AND ENDING JUNE 30, 2025**

The undersigned, the President and the Treasurer of the Library Board of Trustees, of the Allerton Public Library District, respectfully submit the said tentative Budget and Appropriation Ordinance of the Allerton Public Library District, as follows:

SECTION ONE: That the fiscal year of the Allerton Public Library District, be and the same is hereby fixed and declared to be from July 1, 2024 to June 30, 2025,

SECTION TWO: That the following budget is an estimate of the receipts and the disbursements of the General Library Fund, the IMRF Fund, the Social Security/Medicare Fund, the Audit Fund, the Insurance Fund, the Special Reserve Fund, the Working Cash Fund, and the Bequest Fund of the Allerton Public Library District for said year:

A. GENERAL LIBRARY FUND

<u>CASH BALANCE AT BEGINNING OF FISCAL YEAR</u>	\$1,061,841.00
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ESTIMATED RECEIPTS:

1. Net Property Taxes of 2024 and prior levies to be received during this fiscal year and available for appropriation	\$244,250.00	
2. Estimated Amount to be received from the Replacement Tax	\$400,000.00	
3. Estimated Interest	\$30,000.00	
4. Non-Resident Fees	\$10,000.00	
5. Fines	\$800.00	
6. State Library Grants	\$9,108.00	
7. Usage Fees	\$2,000.00	
8. Miscellaneous	\$2,000.00	
9. Permanent Transfer of Interest	\$-	
10. Permanent Transfer from Special Reserve Fund	\$-	
TOTAL ESTIMATED RECEIPTS	\$698,158.00	\$698,158.00

TEMPORARY TRANSFERS FROM OTHER FUNDS:

1. Temporary Working Cash Fund Transfer	\$50,000.00	
TOTAL TEMPORARY TRANSFERS FROM OTHER FUNDS	\$50,000.00	\$50,000.00

TOTAL CASH AVAILABLE	\$1,809,999.00
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ESTIMATED EXPENDITURES:

Salaries

1. Director	\$59,000.00	
2. Children's Librarian/Programming	\$41,000.00	
3. Circ/Tech Services	\$41,000.00	
4. Circ/Adult Services	\$40,500.00	
5. Clerks, part-time	\$57,500.00	
6. Extra Help	\$6,500.00	
7. Janitor Service	\$14,500.00	
8. Social Security / Medicare	\$-	
9. Illinois Municipal Retirement Fund	\$-	
10. Health Care Insurance	\$49,000.00	
11. Direct Deposit	\$1,000.00	
TOTAL SALARIES		\$310,000.00

Library Materials:

1. Books	\$38,000.00	
2. Periodicals	\$9,000.00	
3. Audio Visual	\$4,000.00	
4. DVD's	\$6,000.00	
5. Microcomputer Software	\$-	
6. Per Capita Grant - Ill. State Library	\$-	
7. Online Computer Databases & Apps	\$14,000.00	
TOTAL LIBRARY MATERIALS		\$71,000.00

Other Operating Expenses:

1. Automation	\$16,000.00	
2. Cataloging	\$4,000.00	
3. Utilities	\$35,000.00	
4. Supplies	\$28,000.00	
5. Postage	\$700.00	
6. Professional Dues, Training, Travel	\$4,500.00	
7. Legal Fees & Publication	\$6,000.00	
8. Special Projects	\$9,000.00	
9. Professional Services	\$24,000.00	
10. Binding	\$1,000.00	
11. Capital Expenditures	\$30,000.00	
12. Exterior Maintenance	\$18,000.00	
13. Contingencies	\$20,000.00	
14. Per Capital Grant	\$9,108.00	
15. Insurance	\$-	
16. Audit	\$6,000.00	
TOTAL OPERATING EXPENSES		\$211,308.00

<u>Transfer to Other Funds:</u>		
1. Repayment of Working Cash Fund Transfer	\$50,000.00	
2. Special Reserve Fund	\$50,000.00	
TOTAL TRANSFERS TO OTHER FUNDS	<hr/>	\$100,000.00
TOTAL ESTIMATED EXPENDITURES		\$692,308.00
Total Estimated Cash Available	\$1,809,999.00	
Total Estimated Expenditures	\$692,308.00	
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ESTIMATED BALANCE ON HAND		\$1,117,691.00
<u>B. IMRF</u>		
<u>CASH BALANCE AT BEGINNING OF FISCAL YEAR</u>		\$58,963.00
<u>ESTIMATED RECEIPTS:</u>		
1. Net Property Taxes of 2024 to be Received During this Fiscal Year	\$26,150.00	
2. Permanent Transfer from GLF	\$-	
TOTAL ESTIMATED RECEIPTS	<hr/>	\$26,150.00
TOTAL CASH AVAILABLE		\$85,113.00
<u>ESTIMATED EXPENDITURES:</u>		
1. For Employer's Cont. to IMRF	\$21,500.00	
TOTAL ESTIMATED EXPENDITURES		\$21,500.00
Total Estimated Cash Available	\$85,113.00	
Total Estimated Expenditures	\$21,500.00	
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BALANCE AT END OF FISCAL YEAR		\$63,613.00
<u>C. SOCIAL SECURITY / MEDICARE FUND</u>		
<u>CASH BALANCE AT BEGINNING OF FISCAL YEAR</u>		\$68,496.00
<u>ESTIMATED RECEIPTS:</u>		
1. Net Property Taxes of 2024 to be Received During this Fiscal Year	\$27,000.00	
2. Permanent Transfer from GLF	\$-	
TOTAL ESTIMATED RECEIPTS	<hr/>	\$27,000.00
TOTAL CASH AVAILABLE		\$95,496.00

ESTIMATED EXPENDITURES:

1. For Employer's Contribution to Social Security/Medicare	\$20,000.00	
TOTAL ESTIMATED EXPENDITURES	<u>\$20,000.00</u>	\$20,000.00
Total Estimated Cash Available	\$95,496.00	
Total Estimated Expenditures	<u>\$20,000.00</u>	
BALANCE AT END OF FISCAL YEAR		\$75,496.00

D. AUDIT FUND

CASH BALANCE AT BEGINNING OF FISCAL YEAR \$13,717.00

ESTIMATED RECEIPTS:

1. Net Property Taxes of 2024 to be Received During this Fiscal Year	\$8,140.00	
2. Permanent Transfer from GLF	<u>\$-</u>	
TOTAL ESTIMATED RECEIPTS		<u>\$8,140.00</u>

TOTAL CASH AVAILABLE \$21,857.00

ESTIMATED EXPENDITURES:

1. Expenses of Annual Audit	<u>\$12,000.00</u>	
TOTAL ESTIMATED EXPENDITURES		\$12,000.00

Total Estimated Cash Available	\$21,857.00	
Total Estimated Expenditures	<u>\$12,000.00</u>	

BALANCE AT END OF FISCAL YEAR **\$9,857.00**

E. INSURANCE FUND

CASH BALANCE AT BEGINNING OF FISCAL YEAR \$103,566.00

ESTIMATED RECEIPTS:

1. Net Property Taxes of 2024 to be Received During this Fiscal Year	\$30,000.00	
2. Permanent Transfer from GLF	<u>\$-</u>	
TOTAL ESTIMATED RECEIPTS		\$30,000.00

TOTAL CASH AVAILABLE \$133,566.00

ESTIMATED EXPENDITURES:

1. Property Insurance	\$7,000.00	
2. Treasurer's and Director's Bond	\$3,500.00	
3. Workman's Compensation	\$2,500.00	
4. Unemployment Compensation	\$1,600.00	

5. Contingencies	\$25,000.00	
6. Directors and Officers	\$4,000.00	
7. Fire Monitoring System	\$3,000.00	
8. Snow & Ice Removal	\$8,500.00	
TOTAL ESTIMATED EXPENDITURES		\$55,100.00
Total Estimated Cash Available	\$133,566.00	
Total Estimated Expenditures	\$55,100.00	
BALANCE AT END OF FISCAL YEAR		\$78,466.00

F. SPECIAL RESERVE FUND

<u>CASH BALANCE AT BEGINNING OF FISCAL YEAR</u>		\$613,401.00
<u>ESTIMATED RECEIPTS:</u>		
1. Interest	\$20,000.00	
2. Transfer from GLF	\$50,000.00	
3. Donations	\$40,000.00	
TOTAL ESTIMATED RECEIPTS		\$110,000.00
TOTAL CASH AVAILABLE		\$723,401.00
<u>ESTIMATED EXPENDITURES:</u>		
1. Capital Expenditures	\$60,000.00	
2. Contingency	\$20,000.00	
3. Technical Expenditures	\$12,000.00	
4. Landscaping	\$20,000.00	
TOTAL ESTIMATED EXPENDITURES		\$112,000.00
Total Estimated Cash Available	\$723,401.00	
Total Estimated Expenditures	\$112,000.00	
BALANCE AT END OF FISCAL YEAR		\$611,401.00

G. WORKING CASH FUND

<u>CASH BALANCE AT BEGINNING OF FISCAL YEAR</u>		\$138,775.00
<u>ESTIMATED RECEIPTS:</u>		
1. Interest	\$5,000.00	
TOTAL ESTIMATED RECEIPTS		\$5,000.00
TOTAL CASH AVAILABLE		\$143,775.00

<u>ESTIMATED EXPENDITURES:</u>		
1. Temporary Transfer to General Library Fund	\$134,000.00	
2. Permanent Transfer to General Library Fund	\$-	
TOTAL ESTIMATED PERMANENT EXPENDITURES		\$-
Total Estimated Cash Available	\$143,775.00	
Total Estimated Expenditures	<u>\$-</u>	
BALANCE AT END OF FISCAL YEAR		<u><u>\$143,775.00</u></u>

H. BEQUEST FUND

<u>CASH BALANCE AT BEGINNING OF FISCAL YEAR</u>		\$206,054.00
<u>ESTIMATED RECEIPTS:</u>		
1. Interest	\$7,000.00	
2. Donations	<u>\$40,000.00</u>	
TOTAL ESTIMATED RECEIPTS		\$47,000.00
TOTAL CASH AVAILABLE		\$253,054.00
<u>ESTIMATED EXPENDITURES:</u>		
1. Low Vision	\$34,000.00	
2. Programming	\$3,000.00	
TOTAL ESTIMATED PERMANENT EXPENDITURES		\$37,000.00
Total Estimated Cash Available	\$253,054.00	
Total Estimated Expenditures	<u>\$37,000.00</u>	
BALANCE AT END OF FISCAL YEAR		<u><u>\$216,054.00</u></u>

SECTION THREE: It is proposed that there be appropriated for the use of the Allerton Public Library District, for library purposes for the fiscal year as hereinabove set forth, from the General Library Fund a total of \$692,308.00, from the IMRF Fund a total of \$21,500.00, from the Social Security/Medicare Fund a total of \$20,000.00, from the Audit Fund a total of \$12,000.00, from the Insurance Fund a total of \$55,100.00, from the Special Reserve Fund a total of \$112,000.00, from the Working Cash Fund a total of \$0.00, and from the Bequest Fund a total of \$37,000.00, said totals being divided among the several objects specified and enumerated, and in the particular amounts stated for said Funds and that said itemization in Section 2 hereof of Estimated Expenditures is hereby incorporated by reference as part of this Section 3, with the same effect as if said statement were repeated in its entirety, and that this Section 3 shall be and is the tentative Annual Appropriation Ordinance of the Allerton Public Library District, as proposed by the undersigned President and Treasurer of the Board of Library Trustees of the Allerton Public Library District.

SECTION FOUR: It is hereby declared that from time to time certain tax monies are transferred into the Special Reserve Fund to accumulate from year to year for the objects and purposes stated therein pursuant to 75 ILCS 5/5-1.

DATED at Monticello, Illinois, in the Township of Monticello, County of Piatt, and State of Illinois this 11th day of September, 2024.

SUSAN I. GORTNER
President of the Board of Library Trustees
of the Allerton Public Library District

BETH A. MANUEL
Treasurer of the Board of Trustees
of the Allerton Public Library District

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