



# WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES  
FINANCE COMMITTEE MEETING  
JUNE 6, 2022  
6:00 P.M.

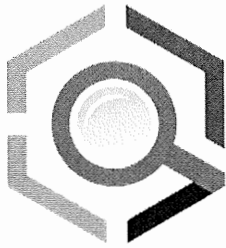
CONFERENCE ROOM – SECOND FLOOR

## AGENDA

*Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office by telephone at (630) 231-1552, by email at [admin@wcpld.info](mailto:admin@wcpld.info) or in writing, not less than five (5) working days prior to the meeting.*

- |       |                                                                           |                                |
|-------|---------------------------------------------------------------------------|--------------------------------|
| I.    | Call to Order                                                             | Corrine Jakacki-Dattomo, Chair |
| II.   | Roll Call                                                                 | Corrine Jakacki-Dattomo, Chair |
| III.  | Approval of the Minutes                                                   |                                |
|       | A. April 21, 2022                                                         | <b>ACTION</b>                  |
| IV.   | Recognition of the Public                                                 |                                |
| V.    | Public Comment -- Limited to 3 minutes                                    |                                |
| VI.   | Agenda - Additions / Deletions                                            |                                |
| VII.  | Unfinished Business                                                       |                                |
|       | A. Draft Income Projection for FY 2022-2023                               | <b>ACTION</b>                  |
|       | B. Draft Budget for FY 2022-2023                                          | <b>ACTION</b>                  |
|       | C. Recommendation to Transfer from Corporate Carryover to Special Reserve | <b>ACTION</b>                  |
| VIII. | New Business                                                              |                                |
|       | A. Decision to Pay Certain Recurring Bills/Invoices by ACH                | <b>ACTION</b>                  |
| IX.   | Recommendations                                                           |                                |
| X.    | Adjournment                                                               | Corrine Jakacki-Dattomo, Chair |

Committee: Jakacki-Dattomo – *Chair*; Kelsey, Grotto; Ex-Officio: Conradt



# WEST CHICAGO PUBLIC LIBRARY DISTRICT

## BOARD OF LIBRARY TRUSTEES FINANCE COMMITTEE MEETING

APRIL 21, 2022

6:00 P.M.

CONFERENCE ROOM

### MINUTES

- 1) Call to Order
  - a) Chair Jakacki called the meeting to order at 6:00pm
- 2) Roll Call
  - a) Present Attendees: Scott Grotto, Nancy Conradt, Corrine Jakacki (Board Members) and Maureen Bajor and Ben Weseloh (staff)
- 3) Approval of the Minutes of February 22, 2022 Finance Meeting
  - a) Motion to approve: Grotto motioned, Jakacki seconded. Motion passes.
- 4) Recognition of the Public
  - a) None
- 5) Public Comment -- Limited to 3 minutes
  - a) None
- 6) Agenda - Additions / Deletions:
  - a) None
- 7) Unfinished Business
  - a) None
- 8) New Business
  - a) Draft Income Projection for FY 2022-2023
    - i) Review and discussion of draft income projection
    - ii) To review again at next Finance Meeting
  - b) Draft Budget for FY 2022-2023
    - i) Review and discussion of draft budget
    - ii) To review again at next Finance Meeting
  - c) Recommendation to Transfer \$23,4000 from Corporate Carryover to GASB 54 Fund
    - i) Motion to transfer funds: Grotto motioned, Conradt seconded. Motion passes
  - d) Recommendation to Transfer \$150,000 from Corporate Carryover to Special Reserve
    - i) Discussed; will review at next Finance Meeting
- 9) Recommendations
  - a) Transfer \$23,4000 from Corporate Carryover to GASB 54 Fund
- 10) Adjournment
  - a) Chair Jakacki adjourned at 7:07pm

**DRAFT 5-31-2022**

**INCOME PROJECTION  
FY 2022/2023**

	<b>FY 19-20 Anticipated</b>	<b>FY 19-20 Actual</b>	<b>FY 20-21 Anticipated</b>	<b>FY 20-21 Actual</b>	<b>FY 21-22 Anticipated</b>	<b>FY 21-22 Actual April 2022</b>	<b>FY 22-23 Anticipated</b>	<b>FY 22-23 Actual</b>
<b>Library Fund</b>								
Tax Levy-Corp Fund	\$2,115,484	\$2,110,830	\$2,155,659	\$2,150,565	\$2,246,970	\$2,243,374	\$2,343,538	
Personal Prop.Replac.Taxes	\$38,000	\$43,271	\$35,000	\$17,909	\$35,000	\$35,216	\$60,000	
Interest - Allocated	\$20,000	\$20,165	\$1,000	\$1,162	\$1,000	\$713	\$1,000	
Fines	\$10,000	\$6,975	\$7,000	\$3,198	\$3,000	\$1,933	\$3,000	
Copiers (Service Fee)	\$5,000	\$4,962	\$6,250	\$663	\$2,500	\$3,594	\$3,000	
Non-Resident (Service Fee)	\$1,800	\$823	\$2,400	\$899		\$1,101	1000	
Lost & Paid Books	\$1,200	\$713	\$500	\$187		\$1,515	1000	
Per Capita Grant	\$37,405		\$37,405	\$37,405	\$37,405		42,668	
Donations-Summer Reading Program	\$1,500	\$950	\$1,200			\$1,000	2000	
Memorials and Donations				100		\$326	100	
Other Income (Misc.)	\$3,000	\$3,510	\$3,000	\$7,244	\$3,000	\$2,917	\$3,000	
Impact Fees - Developer Donations (Misc.)	200		200	45	100		100	
<b>Library Fund</b>	<b>\$2,235,089</b>	<b>\$2,203,325</b>	<b>\$2,249,614</b>	<b>\$2,219,874</b>	<b>\$2,328,975</b>	<b>\$2,291,719</b>	<b>\$2,460,406</b>	
<b>Special Revenue Fund - IMRF</b>	<b>\$123,730</b>	<b>\$78,740</b>	<b>\$130,531</b>	<b>\$129,992</b>	<b>\$133,347</b>	<b>\$132,111</b>	<b>\$130,974</b>	
<b>TOTAL REVENUE</b>	<b>\$2,358,819</b>	<b>\$2,282,065</b>	<b>\$2,380,145</b>	<b>\$2,349,866</b>	<b>\$2,462,322</b>	<b>\$2,423,830</b>	<b>\$2,591,380</b>	

ACCT #	ACCOUNT NAME	FY 20/21 Proposed	FY 21/22 Proposed	FY 22/23 Proposed	FY 21/22 COMMENTS <b>draft 5-31-22</b>
<b>LIBRARY FUND</b>					
<b>PERSONNEL:</b>					
41100	Salaries	1,197,245	1,229,191	1,272,308	Based on 33 staff (ft18, pt15) Includes \$14,000 merit pool
41100	ER Health Savings	10,800	10,800	10,800	H.S.A. - 8 participants @ \$1,200, 1 extra
41110	Ins-Health & Dental, Life, EBC	167,000	178,500	198,350	18 Eligible employees (17 elected), 18 budgeted
41120	FICA	93,000	91,000	98,000	Medicare and OASDI (Social Security)
41130	Unemployment Compensation	2,000	3,000	3,000	
41140	Worker's Compensation	4,800	2,229	2,336	Hanover
		1,474,845	1,514,720	1,584,794	
<b>ADMINISTRATIVE EXPENSES:</b>					
41310	Professional Development	14,000	14,600	13,260	Staff development (ALA, PLA, ILA, LACONI, Webinars, Reaching Forward)(\$7,060), Tuition reimbursement for LTA (\$1,200), Staff training (\$5,000)
41320	Travel	2,700	2,700	2,500	Hotel, mileage reimbursement for Circulation, Adult Services, Youth Services, Public Relations (\$2,500)
41330	Association Dues	5,800	5,800	5,383	Institutional and professional memberships (ILA, ALA, PLA, YALSA, ALSC, SHRM, HR Source, Chamber of Commerce, Rotary) for staff and WCPLD
41332	Payroll Processing	5,500	5,500	6,500	Web Pay, Web Time, W2 processing
41334	Office Supplies-General	6,000	4,870	6,100	YS (\$600), AS (\$300), PR (\$1850), Admin (\$500), General office supplies \$3345 (postage meter supplies \$330, misc. office supplies \$1370, printer/copier paper \$1650)
41336	Office Equipment	20,700	23,150	23,150	ISBS copier/fax usage/printer (\$1550 mo./\$18,600 yr), YS, HR Printers (1000/qtr=\$4000/annual), postage meter \$450/yr
41338	Postage	6,800	7,800	6,820	Board packets, inter-library loans, overdue notices, certified mail, homebound mail, bulk mail permit \$245
41342	Administrative Miscellaneous	1,800	1,800	2,100	Bank fees, background check fee=\$28 each, contingency, HR Direct - Poster Guard (\$95), Nayax copier fees \$225/annual, notary fees \$400, Costco \$240/annual, Amazon Capital \$180/annual
41344	Supplies-Recognition	3,240	3,000	6,000	Board retreat, in-service, hosting of meetings, Christmas dinner, other events (\$500 per event), staff recognition \$3000
41346	Materials & Resource Recovery	1,600	1,600	1,600	Cost associated to recover material that is overdue through Unique Material Recovery Service.
41348	Circulation Services Supplies	4,500	4,500	4,500	This line is used to purchase Library Cards \$2100, Postcards \$400, Receipt Printer Paper \$100, Tote bags \$400, Plastic bags \$1500
		72,640	75,320	77,913	
<b>ADMINISTRATIVE TECHNOLOGY EXPENSE:</b>					
41400	IT Equipment/Upgrades - Staff	1,929	34,190	35,612	The price of 2 10.9-inch iPad Air Wi-Fi 256GB - Space Gray with applecare @ \$880 each= total <u>\$1,760</u> . The price of 9 wireless mice for managers and others with laptop computers \$90 each \$810. 6 nylon braded HDMI cords @ \$16 each \$96. 8 new staff computers for Circulation and Youth @ \$1,707 each + 4 hours setup time per computer @ \$184 per hour = <u>\$19,544</u> , 2 new staff laptops for Youth @ \$1,199 each + 4 hours setup time per computer @ \$184 per hour = <u>\$3,870</u> , 3 year HP care pack for laptops @ \$131 each = <u>\$262</u> , Apple MacBook Pro 16.2" Notebook for PR @ \$3,273 + 4 hours setup @ \$184 per hour = <u>\$4,009</u> , Kensington Docking station @ \$381, HP ZBook Firefly G8 Mobile Workstation @ \$3,494 + 4 hours setup time @ \$184 per hour = <u>\$4,230</u> , HP Thunderbolt Dock @ <u>\$552</u> , 3 year HP care pack for Firefly @ <u>\$98</u>
41410	Software - Staff	27,102	5,748	32,807	Yearly cost of 4 licenses of Adobe Creative Cloud through Techsoup @ \$382 each = <u>\$1,529</u> . Access to Cricut image and font database @ <u>\$108</u> , Canva Pro @ <u>\$140</u> , Parallels desktop for Mac <u>\$110</u> , Curbside Communicator @ \$120/qtr = <u>\$480</u> . Yearly cost of KnowBe4 security training \$900. Yearly cost of Microsoft Open Value Agreement <u>\$170</u> . Yearly cost of Microsoft Software Assurance Renewal <u>\$100</u> . Move Staff to Cloud (Azure hosting @ \$475 monthly/\$5,700 yearly, Licensing \$350, Cloud printing \$60 monthly/\$720 yearly, Azure services setup \$6,000, File Migration \$14,000, cloud printing setup \$2,500) = <u>\$29,270</u> total
41415	Phone System	1,440	1,440	2,400	Morgan Birge \$200/mo.
41420	Technology Management	62,400	60,060	65,560	Sikich managed services cost <u>\$58,212</u> , StorageCraft Backup costs @ \$368/mo = <u>\$4,416</u> , Skykick Email Backup @ \$200/mo = <u>\$2,400</u> , Azure Active Directory @ \$6/mo= <u>\$72</u> , 5 hours travel time to set up new computers @ \$92 per hour = <u>\$460</u> .
41425	Warranties/Extended Care	2,960	10,965	15,020	HP Tech Care Essential service for the HP DL380 Gen9 Server @ <u>\$1750</u> , HP Tech Care Basic service for HP DL380 G7 Server @ <u>\$800</u> , Faronics DeepFreeze @ <u>\$400</u> , Mimecast Support Renewal @ <u>\$6,170</u> , Zoom Pro renewal 3@ \$150= <u>\$450</u> , Sonicwall Support @ <u>\$2,200</u> , Maintenance Renewal for the Indus Bookscanner @ <u>\$3,250</u>
		95,831	112,403	151,399	



LIBRARY MATERIALS-BOOKS:					
42112	Reference-Electronic	44,695	44,820	48,374	Freegal \$6,103, EBSCO SWAN Database Package \$5,687 Library Aware \$983, Learning Express Library \$1,327 Pronunciator \$1,400 A to Z Databases 1,895 (year 1 of 3 pricing contract) A to Z World Maps \$250, A to Z World Foods \$250 World Book Online \$2,078, Public Records /Check Illinois-\$2,591 Mosio Chat Reference \$576, Ancestry/ Heritage Quest- \$2,901 Overdrive/DLIL estimate \$6,600 (including Digital magazines) Eread Illinois estimate- 1,700 Lynda/Linked in Learning-7,000 Newsbank estimate- 1,600 , GVRL Admin Fee est. \$100 YS Tumble Books and Math \$1,075 YS World Book Spanish \$397, YS World Book Early Learning \$793 Museum Adventure Pass \$275, North Star \$600 Beanstack \$899 (year 2 of 3 pricing contract), Comic Plus \$1294
42120	Books-Adult	47,000	48,000	48,000	000s : \$700 (approx 20 books/ebooks) 100s: \$800 (approx 30 books/ebooks) 200s: \$600 (approx 41 books) 300s: \$4,900 (several subject areas in the 300s to order/approx 256 books/ebooks) 400s: \$400 (approx 28 books/ebooks) 500s:\$700 (approx 71 books/ebooks) 600s: \$4,400 (several subject areas in the 600s to order approx 231 books/ebooks) 700s: \$2,000 (approx 71 books) 800s: \$ 900 (approx 48 books /ebooks) 900s: \$2,000 (approx 75 books/ebooks) Biographies:\$1,800 (approx 88 books/ebooks) Spanish Language: \$3,500 (approx 247 books/ebooks) Fiction: \$11,000 (approx 647 books) Favorite Authors Program:\$4,600 Bestsellers: \$3,700 (approx 170 books) Large Pring Standing orders: \$3,000 (approx 144 books) Reference: \$3000 (approx 12-15 titles)
42122	Books-Literacy	370	370	370	New Readers and ESL materials ( approx 15 books and News for you renewal)
42130	Books-Young Adult	6,000	6,000	5,500	Print Materials (Fiction, Non-Fiction, & Graphic Novels) (Approximately 400 titles)\$3,500 eBook/eAudiobooks (Approximately 150 eMaterials)\$2,000
42140	Books-Youth	24,000	24,000	23,500	Approx 1,100 books at an average cost of \$18 each, 400 picture books, 300 Spanish titles, 400 chapter books (\$19,800) (individual book prices vary from \$5 to \$40) \$700 for books that belong in various kits, science, history, Spanish. \$1,500 for book replacements. \$1,500 for prize books given out for Summer Reading, Winter Reading and Fall reading challenge, approx 500 books @\$3 through scholastic literacy partnership.
42170	RBP/ILL Book Replacement	1,000	1,000	1,000	Cost associated to pay other libraries for damaged and lost material borrowed trough interlibrary loan.
		123,065	124,190	126,744	
LIBRARY MATERIALS-PERIODICALS:					
42210	Periodicals	14,000	13,000	9,000	Flipster Digital Magazines ext. \$2,000 EBSCO subscriptions for print magazines \$5,000 Newspaper subscriptions increases est \$2,000
		14,000	13,000	9,000	
LIBRARY MATERIALS-AUDIO VISUAL:					
42320	AV Materials-Adult	26,500	27,500	27,000	DVDs,(Movies, TV Series, NonFiction) \$7,000 (aprox 215 DVDs) Audiobooks \$6,000 (approx 130 audiobooks) Popular CDs \$1,000 ( approx 49 cds) eBooks (Overdrive Advantage Program/ Unbound Program in eRead \$12,000( approx 203 ebooks and eaudiobooks) Library Of Things Items \$ 1,000
42330	AV Materials-YA	3,000	3,000	2,000	Video Games \$1,000 Audiobooks\$1,000
42340	AV Materials-Youth	7,500	7,500	6,650	30 Video games for Nintendo, Playstation, and Xbox at an average of \$40 each (\$1,200). \$700 for 2 additional Ninento Switch systems(\$350 ea.) to circulate. 125 new and replacement DVDs @ \$20 each (\$2,500). Audiobooks and e-audiobooks, 45 @ \$50 each (\$2,250)
		37,000	38,000	35,650	

TECHNOLOGY SERVICES:					
42400	Library Consortium	33,377	33,583	34,935	SWAN
42405	Internet Services	6,360	12,915	19,900	Comcast Business \$475/mo=\$5700, 20x20 Fiber \$600/mo=\$7,200, BigLeaf 500x500 SD-Wan appliance \$500, Cost to setup the secondary connection \$6,500
42420	Software - Public	10,036	8,216	16,045	Evanced Spaces and Sign Up \$872, MyPC \$654, Papercut \$238, ePrintit \$395, 2 credit card payment tower @ \$1,598=\$3196, and the yearly cost of the hotspots is 35 @ \$120 per device= \$4200, Autopilot PC Provisioning & EndPoint Manager Base Policy Configuration \$6,490
42445	IT Equipment/Upgrades - Public	31,325	19,466	26,663	XP-PEN Artist 15.6 Pro \$400, 24" replacement TV for the DVD converter @ \$300, Mobile Beacon 10 hotspots \$15.00 each through Techsoup \$150 total, 5 new public computers for Youth Services @ \$1,707 each + 4 hours estimated setup time per computer @ \$184 per hour = \$12,215 total, 2 new e-sports gaming computers @ \$5,646 each + 4 hours setup time per computer @ \$184 per hour = \$12,764 total, 2 gaming monitors @ \$417 each = \$834 total
		81,098	74,180	97,543	
LIBRARY MATERIAL MAINTENANCE					
42500	Processing--Technical Services	12,800	12,534	10,190	Processing (\$9,440), General Department Supplies (\$350), Archival collection supplies and digital archive development (\$400). Amounts based on previous expenses.
42510	Cataloguing Tool	0	266	300	WebDewey
42515	Digitization Projects	0	0	0	
		12,800	12,800	10,490	
PROGRAMS:					
44120	Programs-Adult	6,400	6,400	10,000	Craft programs (Gettin'Crafty, Crafternoon, and senior outreach crafts): \$3,525 Presenters: \$3,300 Healthy West Chicago Cooking Classes \$2,000 Movie license AS portion \$175 Summer Reading: \$ 1,000
44130	Programs-Young Adult	5,500	5,500	6,000	Program Supplies \$2,500 Movie License \$175 Take & Make/To-Go Bag Supplies \$600 Promo Supplies \$600 Summer Reading \$1,000 Food\$600 Volunteer Kit Supplies\$525
44135	Programs-Summer Reading	5,900	5,900	5,900	Performers \$500, final prizes \$1,500, Program materials \$1,500, Small prizes \$900, Summer Reading kick off reserve funds \$500. \$1,000 for Adult and Young Adult summer reading.
44140	Programs-Youth	7,800	9,000	10,574	Movie License \$174. Work room supplies; markers, crayons, glue, construction paper, craft supplies: \$2,000. Early literacy kits, Spanish Kits and Maker Kits replacement parts. \$1,200. \$2,000 for larger Youth programs, these include the Trunk or Treat, Day of the Dead, and Winter Reading Program \$2,000 for ongoing programs throughout the year, movie days, storytimes, and STEAM programs. \$200 for 3d printer replacement filament. \$500 for Cricut replacement materials. \$2,000 for Youth library to go kits. \$500 to replace toddler table in the early literacy section.
44145	Events and Outreach	5,200	2,000	7,900	For supplies, materials and promotions for library events Library Card Signup Month: \$2,000 Trunk or Treat:\$ 1,000 Holiday Open House: \$2,000 Library Lover's Month: \$200 National Library Week: \$150 Bloomingfest: \$500 Summer Reading Kickoff: \$1,850 National Night Out: \$200
		30,800	28,800	40,374	
MARKETING & PROMOTIONS:					
44210	Marketing	5,701	7,366	7,246	Constant Contact \$798, BookPage \$348, Facebook Boosts \$100, Canva Images \$120, Adobe Creative Cloud @ 12x/y \$385, Royal Publishing \$495, Giveaways/Logo Materials \$2,500, Marketing Promotional Materials \$2,500
44215	Web Site	550	5,050	5,490	Cost of hosting on GoDaddy @ \$180 per year. Cost of Wildcard SSL Certificate @ \$450 per year. Weblinx website redesign work estimate \$4,860
44220	Promo Mats-Adult	1,500	1,000	2,100	To-go Bags: \$600 Promotional Materials: \$1,500
44240	Promo Mats-Youth	1,600	1,600	1,500	4imprint Library Logo Materials for Youth \$800, ALA promotional materials \$300, \$400 summer reading promotional giveaways.
44245	Program Guide	15,600	15,600	15,800	12,450 pieces @ 4x/year \$12,000, Postage 4x/year \$3,800
44250	Surveys	384	384	400	Price is given by Surveymonkey in the upcoming charges records on the account.
		25,335	31,000	32,536	



FACILITIES & OPERATIONS:					
45110	Janitorial Service	12,000	16,000	14,400	Annual carpet cleaning (\$2,700), Floor cleaning ( \$2,700), janitor time off coverage (\$9,000) Buck Services is \$32.50/hr.
45112	Security Service	14,000	21,500	21,510	Security Monitor 20 hours/wk @ \$19.99/hr= \$20,790, 6 special events \$720
45115	Janitorial Supplies	6,000	6,000	5,500	Paper products \$2136, waste can liners \$1244 , diaper can liners \$62, foam soap \$559, cleaning products and equipment \$672, batteries \$32, vacuum cleaner supplies \$70, hardware/tools \$75, Icemelt \$360, misc. \$300 (base on current usage)
45116	Covid 19 Supplies	0	12,775	3,600	Hand sanitizer \$575, Masks \$1500, Santizing wipes \$475,
45117	Security Cameras	5,500	4,975	5,441	Annual surveillance camera service agreement thru 2/28/2024
45120	Snow Removal	32,000	36,000	26,000	Snow removal (less than 55 inches anticipated)
45130	Exterior Landscaping	8,235	8,050	7,050	Monthly landscape maintenance (8@\$475/mo.= \$3,800), Mulch (\$2,250), Bushes removal (\$1,000)
45140	Exterior R&M - Other	29,000	14,050	9,650	Paver Repairs (\$2,500), Window Washing (\$650) Sprinkler system repairs (\$500), misc. repairs (\$6,000)
45150	HVAC R&M	25,000	25,000	25,000	HVAC Service agreement (\$2,796/qtr=\$11,184), Gehrke water treatment (\$125/mo.= \$1,500), HVAC repairs unanticipated
45155	Gen'l Building Services	1,400	1,500	1,440	Orkin ( \$960/annual.), Water Logic-Water Filtration (\$120/qtr.)
45160	Contract Inspection & Maint	14,000	14,000	13,046	ADS (\$1,120/annual), Allegiant Fire Detection-Fire Sprinklers (\$375/annual), Anderson Elevator (\$180/mo.-\$2,160 annual), American National Sprinkler (\$370/semi-annual), Assa Abloy (\$975/annual), Bibliotheca (\$2,075/annual), Cintas Fire-fire extinguishers (\$1,791/annual), IL State Fire Marshall Conveyance Certificate (\$150/annual), Elevator Category 1 Testing (\$650), Just Elevator (QEI) elevator inspection (\$170/annual), First Security Elevator Inspection \$150/annual, First Security (\$2,860/annual), SenSource door counter (\$200/annual) ,
45165	Interior R&M - Other	18,000	13,600	25,550	Display Case/Art Wall Supplies (PR \$300), Shelving unit (Library of Things) \$1400, Floor repair (\$3,000), misc. repairs \$9,650 (lighting, plumbing, ceiling repair, elevator), exterior/interior card swipes \$11,200
		165,135	173,450	158,187	
UTILITIES					
45310	Utilities-Gas	7,200	7,200	7,325	Satori-Constellation-Natural gas supplier - fixed price April 2021 through March 2024
45320	Utilities-Electric	22,000	22,000	23,650	Satori-Direct Energy fixed price 10/2019 to 10/2022 (tax and delivery increase)
45330	Utilities-Telephone	11,000	12,000	12,000	Peerless (\$700/mo.), Verizon (\$300/mo.)
45340	Utilities-Water	3,600	3,600	3,600	City of West Chicago (based on current usage)
45350	Utilities-Trash	1,600	1,100	1,100	Flood Bros. (\$650/annual , Xtreme \$360/annual)
		45,400	45,900	47,675	
PROFESSIONAL SERVICES					
45500	Insurance	17,708	16,823	17,042	Property , liability, umbrella package \$10,622 Directors & officers liability \$5,683, Crime policy (treasurer) \$737
45505	Audit	17,557	16,253	19,409	Audit \$15,949, \$600 GASB 87 Leases, OPEB \$2,860
45510	Legal	12,600	12,000	12,000	Attorney
45515	Professional Services	0	14,236	15,350	Roof testing \$4,350, Hydrogeologist \$5,000, Architechual design for Adult Services dept. \$6,000
45520	Accounting	19,000	21,000	19,500	Governmental Accounting - James Howard
		66,865	80,312	83,301	
LIBRARY BOARD EXPENSES					
45600	Conf & Training-Board	500	600	500	
45605	Prof Services-Secretarial	3,300	3,300	3,300	Efficiency reporting (\$275/mo)
45610	Legal Notices & Ads	1,000	1,000	1,000	Required publishing of legal documents
		4,800	4,900	4,800	
CAPITAL EQUIPMENT EXPENSES					
46500	Capital Equipment & Building	0	0	0	
46510	Capital Projects - Interior	0	0	0	
	SUBTOTAL LIBRARY FUND	2,249,614	2,328,975	2,460,406	
GRANT EXPENSES					
49600	Grant Expenditures		0	0	
	TOTAL LIBRARY EXPENDITURES				
SPECIAL REVENUE EXPENSES					
	IMRF	130,531	133,347	130,974	Levy \$130,974
SPECIAL RESERVE EXPENSES					
	TOTAL LIBRARY & SPECIAL	2,380,145	2,462,322	2,591,380	