



# WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES  
FINANCE COMMITTEE MEETING  
JUNE 5, 2023  
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 25, 2023   | <b>ACTION</b>                  |
| IV.   | Recognition of the Public   |                                |
| V.    | Public Comment -- Limited to 3 minutes                                    |                                |
| VI.   | Agenda - Additions / Deletions  |                                |
| VII.  | Unfinished Business   |                                |
|       | A. Review of the Proposed Income Projection for the 2023-2024 Fiscal Year | <b>ACTION</b>                  |
|       | B. Review of the Proposed Budget for the 2023-2024 Fiscal Year            | <b>ACTION</b>                  |
| VIII. | New Business  |                                |
|       | A. Transfer from Corporate Carryover to GASB 54 Fund                      | <b>ACTION</b>                  |
| IX.   | Recommendations   |                                |
| X.    | Adjournment   | Corrine Jakacki-Dattomo, Chair |

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



# WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES  
FINANCE COMMITTEE MEETING  
APRIL 25, 2023  
6:00 P.M.  
STUDY ROOM 1 – SECOND FLOOR

## MINUTES

- 1) Call to Order
  - a) Chair Jakacki called the meeting to order at 6:02 pm
- 2) Roll Call
  - a) Present Attendees: Scott Grotto, Pat Weninger (President), Corrine Jakacki (Board Members), Ben Weseloh, and Maureen Bajor (staff)
- 3) Approval of the Minutes of April 13, 2023 Finance Meeting
  - a) Motion to approve: Weininger motioned, Grotto 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) Review of the Proposed Income Projection for the 2023-2024 Fiscal Year
  - b) Review of the Proposed Budget for the 2023-2024 Fiscal Year
- 9) Recommendations
  - a) None
- 10) Adjournment
  - a) Chair Jakacki adjourned at 6:34pm

**INCOME PROJECTION  
FY 2023/2024**

Revenue	Library Fund	FY 20-21 Anticipated	FY 20-21 Actual	FY 21-22 Anticipated	FY 21-22 Actual	FY 22-23 Anticipated	FY 22-23 Actual 3-2023	FY 23-24 Anticipated	FY 23-24 Actual
30010	Property Taxes (Tax Levy-Corp Fund)	\$2,155,659	\$2,150,565	\$2,246,970	\$2,375,485	\$2,343,538	\$2,470,249	\$2,471,583	
32010	Personal Prop.Replac.Taxes	\$35,000	\$54,884	\$35,000	\$119,634	\$60,000	\$61,652	\$60,000	
33000	Interest Income - IL Fund General & GASB	\$1,000	\$1,162	\$1,000	\$2,732	\$1,000	\$45,883	\$45,000	
33040	Interest - IL Fund Bldg. Construction				\$82	\$0	\$828	\$800	
35100	Fines (Service Fee)	\$7,000	\$3,198	\$3,000	\$2,725	\$3,000	\$517	\$0	
35150	Copiers (Service Fee)	\$6,250	\$663	\$2,500	\$4,483	\$3,000	\$4,518	\$4,000	
35510	Lost & Paid Books (Service Fee)	\$500	\$187		\$1,702	\$1,000	\$1,551	\$1,000	
35710	Non-Resident (Service Fee)	\$2,400	\$899		\$1,101	\$1,000	\$2,097	\$1,500	
36030	Memorials and Donations (Misc.)		\$100		\$326	\$100	\$105	\$100	
36035	Donations-Summer Reading Program (Misc.)	\$1,200			\$1,000	\$2,000	\$0	\$1,500	
36045	Impact Fees - Developer Donations (Misc.)	\$200	\$45	\$100		\$100	\$215	\$200	
38010	Per Capita Grant	\$37,405	\$37,405	\$37,405		\$42,668	\$42,668	\$42,668	
38020	Other Grants		\$497						
39010	Other Income (Misc.)	\$3,000	\$7,244	\$3,000	\$2,917	\$3,000	\$91	\$300	
								<b>\$2,628,651</b>	
<b>Tax Abatements</b>								<b>-\$63,468</b>	
<b>Library Fund</b>		<b>\$2,249,614</b>	<b>\$2,256,849</b>	<b>\$2,328,975</b>	<b>\$2,512,188</b>	<b>\$2,460,406</b>	<b>\$2,630,373</b>	<b>\$2,565,183</b>	
<b>Special Revenue Fund - IMRF</b>		<b>\$130,531</b>	<b>\$129,992</b>	<b>\$133,347</b>	<b>\$132,111</b>	<b>\$130,974</b>	<b>92921.27</b>	<b>\$140,836</b>	
<b>Total Non-Cap Funds</b>								<b>\$35,449</b>	
<b>TOTAL REVENUE</b>		<b>\$2,380,145</b>	<b>\$2,386,841</b>	<b>\$2,462,322</b>	<b>\$2,644,299</b>	<b>\$2,591,380</b>	<b>\$2,723,294</b>	<b>\$2,741,468</b>	



ACCT #	ACCOUNT NAME	FY 22/23 Proposed	FY 23/24 Proposed	FY 23/24 COMMENTS	DRAFT
<b>LIBRARY FUND</b>					
<b>PERSONNEL:</b>					
41100	Salaries	1,272,308	1,331,950	Based on 35 staff (ft18, pt17) Includes \$14,000 merit pool	
41100	ER Health Savings	10,800	9,600	H.S.A. - 7 participants @ \$1,200, 1 extra	
41110	Ins-Health & Dental, Life, EBC	198,350	229,236	18 Eligible employees (17 elected), 18 budgeted	
41120	FICA	98,000	103,000	Medicare and OASDI (Social Security)	
41130	Unemployment	3,000	3,000		
41140	Worker's Compensation	2,336	2,600	Hanover	
		1,584,794	1,679,386		
<b>ADMINISTRATIVE EXPENSES:</b>					
41310	Professional Development	13,260	14,980	Staff development (ALA , PLA , ILA , LACONI , Webinars, Reaching Forward)\$6,180, Tuition reimbursement for LTA and MLIS (\$3800), Staff training (\$5,000)	
41320	Travel	2,500	2,200	Hotel, mileage reimbursement for Circulation \$280, Adult Services \$1572, Youth Services \$111, misc. \$200	
41330	Association Dues	5,383	6,100	Institutional and professional memberships (ILA \$1,205, ALA \$1,626, PLA \$162, YALSA \$62, ALSC \$150, LACONI \$150, SHRM \$229, HR Source \$1200, Chamber of Commerce \$275, Rotar \$600, misc. \$419) for staff and WCPLD	
41332	Payroll Processing	6,500	7,300	Web Pay, Web Time, W2 processing	
41334	Office Supplies-General	6,100	5,500	YS (\$600), AS (\$300), Admin (\$600), General office supplies \$3800 (postage meter supplies \$400, misc. office supplies \$1500, printer/copier paper \$1900)	
41336	Office Equipment	23,150	21,434	DeLage Landon copier lease (\$1,627 mo./\$19,524 yr), Francotyp-Postalia \$450/yr, AS drafting tables (\$538), AS mats (\$202), AS shelving units (\$720)	
41338	Postage	6,820	6,500	Board packets, inter-library loans, overdue notices, certified mail, homebound mail, bulk mail permit \$275	
41342	Administrative Miscellaneous	2,100	2,000	Bank fees, background check fee 5@\$32=\$160, contingency, HR Direct - Poster Guard (\$90), Nayax copier fees \$215/annual, notary fees \$300, Costco \$240/annual, Amazon Capital \$180/annual	
41344	Supplies-Recognition	6,000	6,000	Board retreat, in-service , hosting of meetings, Christmas dinner, other events (\$500 per event), staff recognition \$3000, misc. food items	
41346	Materials & Resource Recovery	1,600	1,000	Cost associated to recover material that is overdue through Unique Material Recovery Service.	
41348	Circulation Services Supplies	4,500	4,500	This line is used to purchase Library Cards \$2,100, Postcards \$400, Receipt Printer Paper \$100, Tote bags \$400, Plastic bags \$1,500	
		77,913	77,514		
<b>ADMINISTRATIVE TECHNOLOGY EXPENSE:</b>					
41400	IT Equipment/Upgrades - Staff	35,612	75,220	Replace aging network switches (2 HP 2810 Switches @ \$3500 each= \$7,000, Estimated professional services @ \$6000 ) = \$13,000 total, Review Low Voltage Cabling (Estimated professional services \$4,000), Migrate Staff Network to Serverless Solution (Azure AD Prem P1 \$36/mo=\$432, InTune \$45/mo=\$540, Printx \$120/mo=\$1440, Licensing \$300, Estimated Professional services \$40,000) = \$42,712 total, Adult services staff computer 5 @ \$1,502 = \$7,510 , adapter cables 5 @ \$30 = \$150, professional services 20 hrs@ \$193 per hour=\$3,860) = \$11,520, 2 youth services laptop refresh (2 laptops @ \$1,084 = \$2,168, 2 HP care pack @ \$138 = \$276, 8 hours professional services @ \$193 per hour = \$1,544) = \$3,988 total	

41410	Software - Staff	32,807	3,409	Yearly cost of 4 licenses of Adobe Creative Cloud through Techsoup @ \$382 each total <u>\$1,529</u> . Access to Cricut image and font database @ <u>\$120</u> , Parallels desktop for Mac <u>\$110</u> , Curbside Communicator <u>\$480</u> @ <u>\$120</u> a quarter. Yearly cost of KnowBe4 security training <u>\$900</u> . Yearly cost of Microsoft Open Value Agreement <u>\$170</u> . Yearly cost of Microsoft Software Assurance Renewal <u>\$100</u> .
41415	Phone System	2,400	0	Morgan Birge \$200/mo.
41420	Technology Management	65,560	65,368	Sikich managed services cost @ \$4,851 monthly/ <u>\$58,212</u> yearly, StorageCraft Backup costs @ \$368 per month/ <u>\$4,416</u> total, Skykick Email Backup @ \$162 per month/ <u>\$1,944</u> total, Azure Active Directory @ \$2 per month/ <u>\$24</u> total, 8 hours of travel for computer refresh projects @ \$96.50 per hour = <u>\$772</u>
41425	Warranties/Extended Care	15,020	19,552	HP Tech Care Essential service for the HP DL380 Gen9 Server @ <u>\$2,100</u> , HP Tech Care Basic service for HP DL380 G7 Server @ <u>\$800</u> , Faronics DeepFreeze @ <u>\$400</u> , Mimecast Support Renewal @ <u>\$7,250</u> , Zoom Pro renewal 3@ \$150= <u>\$450</u> , Sonicwall Support @ <u>\$2,300</u> , Maintainance Renewal for the Indus Bookscanner @ <u>\$3,250</u> , Central Technology (Selfcheck Kiosk) @ <u>\$1,200</u> , HPE Aruba Subscription License 3 years <u>\$950</u> , Digicert SSL 123 Certificate - remote.wcpld.infol 1 year <u>\$132</u> , Professional Services Certificate Renewal <u>\$720</u> ,
		151,399	163,549	
<b>LIBRARY MATERIALS-BOOKS:</b>				
42112	Reference-Electronic	48,374	47,845	Freegal \$6,103 EBSCO SWAN Database Package \$6,541 Library Aware \$983 Learning Express Library \$1,327 Transparent Language \$1,620 ( year 1 of 3 year contract) (replaces pronuciator) A to Z Databases \$1,895, (year 2 of 3 pricing contract) A to Z World Maps \$250 A to Z World Foods \$250 World Book Online \$2,182 Public Records /Check Illinois-\$2,591 Mosio Chat Reference \$576 Ancestry/ Heritage Quest- \$3,003 Overdrive/DLIL estimate \$6,600 (including Digital magazines) Eread Illinois estimate- \$1,650 Lynda/Linked in Learning-\$7,000 Newsbank estimate- \$1,600 GVRL Admin Fee est. \$100 YS Tumble Books and Math \$1,150 YS World Book Spanish \$417 YS World Book Early Learning \$833 Museum Adventure Pass \$275 Beanstack \$899 (year 3 of 3 pricing contract)



42120	Books-Adult	48,000	53,700	Dewey Area Budget Breakdown 000s : \$700 ( approx 20 books/ebooks) 100s: \$800 (approx 30 books/ebooks) 200s: \$600 ( approx 41 books) 300s: \$7,000 ( approx 256 books/ebooks) 400s: \$400 ( approx 28 books/ebooks) 500s: \$700 ( approx 71 books/ebooks) 600s: \$7,000 ( approx 231 books/ebooks) 700s: \$2,000 ( approx 71 books) 800s: \$ 900 ( approx 48 books /ebooks) 900s: \$3,000 ( 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 Print Standing orders: \$3,000 (approx 144 books) Reference: \$3,000 ( approx 12-15 titles)
42122	Books-Literacy	370	370	New Readers & ESL materials (approx 15 books and News for renewal)
42130	Books-Young Adult	5,500	5,500	Print Materials-Fiction, Non-Fiction, & Graphic Novels (Approx. 400 titles) \$3,500
42140	Books-Youth	23,500	23,500	Approx 1,250 books at an average cost of \$20 each including 392 picture books and early readers, 392 Spanish and bilingual titles, 391 juvenile fiction and nonfiction (\$23,500).
42170	RBP/ILL Book Replacement	1,000	1,000	Cost associated to pay other libraries for damaged and lost material borrowed through interlibrary loan.
		126,744	131,915	
<b>LIBRARY MATERIALS-PERIODICALS:</b>				
42210	Periodicals	9,000	8,850	Flipster Digital Magazines extra <u>\$1,500</u> EBSCO subscriptions for print magazines <u>\$5,000</u> Newspaper subscriptions increases est <u>\$2,000</u> BookPage <u>\$350</u> annual
		9,000	8,850	
<b>LIBRARY MATERIALS-AUDIO VISUAL:</b>				
42320	AV Materials-Adult	27,000	29,000	DVDs,(Movies, TV Series, NonFiction) \$5,500 Audiobooks \$5,000 Popular CDs \$500 eBooks (Overdrive Advantage Program/ Unbound Program in eRead ebooks \$17,000 *5strategic Plan to add more ebook and eaudiobooks* Library Of Things Items \$1,000
42330	AV Materials-YA	2,000	2,000	Video Games\$1,000 Audiobooks\$1,000
42340	AV Materials-Youth	6,650	6,950	24 Video games for Nintendo, Playstation, and Xbox at an average of \$50 each (total of <u>\$1,200</u> ).125 new and replacement DVDs at an average cost of \$20 each (total of <u>\$2,500</u> ). 35 Audiobooks and e-audiobook at an average of \$50 each ( <u>\$1,750</u> ). 30 Vox Books at a cost of \$50 (total of <u>\$1,500</u> ).
		35,650	37,950	
<b>TECHNOLOGY SERVICES:</b>				
42400	Library Consortium	34,935	35,982	SWAN
42405	Internet Services	19,900	28,100	Comcast Business \$700/mo=\$8,400, 20x20 Fiber \$600/mo=\$7,200, BigLeaf 500x500 SD-Wan appliance \$500/mo = <u>\$6,000</u> , Cost to setup the secondary connection <u>\$6,500</u>

42420	Software - Public	16,045	17,018	Evanced Spaces and Sign Up \$915, MyPC \$744, Papercut \$238, ePrintit \$395, 2 Kiosk @ \$1,598, the yearly cost of 35 hotspots \$4,200 @ \$120 per device, Office suite upgrades (Licensing \$928/year, Estimated services \$,8000) = \$8,928 total
42445	IT Equipment/Upgrades - Public	26,663	29,350	Patron On-Premises servers project Datto appliance \$1,000 plus \$6,000 in estiated services = \$7,000, Patron Environment Server Hardware Refresh (Hardware \$10,000, Windows Server Software \$350 yearly, Estimated services \$12000) = \$22,350
		97,543	110,450	
<b>LIBRARY MATERIAL MAINTENANCE</b>				
42500	Processing-Technical Services	10,190	10,210	Processing (\$9,910), General Department Supplies (\$200), Archival collection supplies and digital archive development (\$100). Amounts based on previous expenses.
42510	Cataloguing Tool	300	200	WebDewey
42515	Digitization Projects	0		
		10,490	10,410	
<b>PROGRAMS:</b>				
44120	Programs-Adult	10,000	11,470	Craft programs (Gettin' Crafty, Crafternoon, and senior outreach crafts Make and Take): \$3,800, Presenters: \$4,200, Healthy West Chicago Cooking Classes \$1,500, Movie license AS portion \$175, Book Group/writere group/movies: Snacks and supplies \$325, Illinois Libraries Presents \$750, Chair Yoga: \$720 for 12 session annual
44130	Programs-Young Adult	6,000	5,000	Program Supplies \$2,500, Movie License \$175 Take & Make/To-Go Bag Supplies \$600 Promo Supplies \$600 Food\$600 Volunteer Kit Supplies\$525
44135	Programs-Summer Reading	5,900	4,270	Youth Services summer reading: \$500 for Youth Services themed activities for the kick off event including promotional material, \$250 for a starter pack, \$700 for grand prizes, \$500 for completion prizes for all ages and \$1,320 for 180 prize books. Books are \$5 each for easy readers/picture books/early chapter books, \$8 each for board books, \$9 each for juvenile fiction, and \$12 each for graphic novels through Scholastic. We will purchase 30 easy readers, picture books, early chapter books, board books, juvenile fiction, and graphic novels. \$1,000 for Adult and Young Adult summer reading.

44140	Programs-Youth	10,574	10,334	<p><u>\$1,400</u> for 2 larger Youth programs: \$700 for 2 character programs such as Spiderman and Princess Ariel.</p> <p><u>\$1,780</u> for the Winter Reading Program that includes: decorations \$50, booking at presenter for a kick off program \$400, prizes \$250, grand prize \$200, and a quantity of 120 book prizes for \$880. Books are \$5 each for easy readers/picture books/early chapter books, \$8 each for board books, \$9 each for juvenile fiction, and \$12 each for graphic novels through Scholastic. We will purchase 20 easy readers, picture books, early chapter books, board books, juvenile fiction, and graphic novels.</p> <p><u>\$5,000</u> for programming materials that would be divided 5 full time team members and a part time member. They spent an average of \$18 per program for a total of 236 programs. Includes Items include crayons, color pencils, markers, construction paper, cardstock, popsicle sticks, glue sticks, pipe, cleaners, stickers. Cricut cutting mats at \$16 for 3 pack, Cricut replacement blades at \$13 for a 2 pack, and prepackaged crafts at \$10 for a 12 pack.</p> <p><u>\$1,500</u> for materials included in Early Literacy, Spanish, Maker, Science/History, and Grow a Reader kits: We currently have 152 kits that each have around 4 books included along with manipulatives. The kits have an average checked out 37 times a year.</p> <p><u>\$480</u> for Read and Roll Materials, including 2 books each month at \$20 each.</p> <p><u>\$174</u> for renewal of the Swank movie license.</p>
44145	Events and Outreach	7,900	8,600	<p>For supplies, materials and promotions for library events</p> <p>National Night Out: \$200, Library Card Signup Month: \$500, Day of the Dead 1,000, October23 &amp; April 24 Eclipse 1, 000, Trunk or Treat: \$1,000, Holiday Open House: \$2,000, Library Lover's Month: \$200, National Library Week: \$200, Bloomingfest: \$500, Summer Reading Kickoff: \$2,000</p>
		40,374	39,674	

**MARKETING & PROMOTIONS:**

44210	Marketing	7,246	3,940	<p>Constant Contact [<u>\$145.00 per month x 12 months = \$1,740</u>]</p> <p>Adobe Creative Cloud [<u>\$29.99 /mo x 12 months = \$359.88, \$360</u>]</p> <p>Epson SC-T5170 Supplies [24"x82' Paper Roll x 2, XD2 T40W Ink-Black x 1, Cyan Ink x 2, Yello Ink x 2, Magenta Ink x 2 = \$444.83 from Office Depot, \$460]</p> <p>Royal Publishing \$495</p> <p>Promotional Spending [Limited 4Imprint use, Meta Ads (Facebook and Instagram), Google Ads. \$885 ]</p>
44215	Web Site	5,490	6,180	<p>Copy/Download and Migrate wcpld.info WordPress files and databases to new hosting environment and point domain name. Trouble-shoot potential issues that may occur during migration and pointing process 2 hours @ \$135/hour = \$270, Website Hosting \$400, WordPress Maintenance Weblinx will update the WordPress CMS quarterly to most current version of WordPress CMS and work to resolve conflicts \$200, Cost of website redesign work estimate \$4860, Cost of Wildcard SSL Certificate @ \$450 per year.</p>
44220	Promo Mats-Adult	2,100	0	
44240	Promo Mats-Youth	1,500	0	
44245	Program Guide	15,800	16,300	<p>Mail Costs [Cost of SPG-2023 \$1,032.52 x 4, \$4,200 ]</p> <p>Updated Printing Quote: [Summer Program Guide \$3,021for 12,450 units x 4 prints per year=\$12,085.64, \$12,100 ]</p>
44250	Surveys	400	468	<p>Price is given by SurveyMonkey in the upcoming charges records on the account.</p>
		32,536	26,888	



FACILITIES & OPERATIONS:				
45110	Janitorial Service	14,400	17,400	Annual carpet cleaning (\$3,200), Floor cleaning ( \$3,200), janitor time off coverage (\$12,000) Buck Services is \$34.50.hr.
45112	Security Service	21,510	21,300	Security Monitor 20 hours/wk @ \$19.99/hr= \$20,790, 6 special events \$500
45115	Janitorial Supplies	5,500	5,600	Paper products \$2,150, waste can liners \$1,275 , diaper can liners \$75, foam soap \$650, cleaning products and equipment \$860, batteries \$40, vacuum cleaner supplies \$75, hardware/tools \$75, misc. \$400 (base on current usage)
45116	Covid 19 Supplies	3,600	0	
45117	Security Cameras	5,441	5,500	Annual surveillance camera service agreement
45120	Snow Removal	26,000	26,000	Snow removal (less than 55 inches anticipated)
45130	Exterior Landscaping	7,050	9,880	Monthly landscape maintenance (8@\$785/mo.= <u>\$6280</u> ), Mulch ( <u>\$3,600</u> )
45140	Exterior R&M - Other	9,650	15,200	Paver Repairs ( <u>\$2,500</u> ), Window Washing (\$700) Sprinkler system repairs ( <u>\$500</u> ), misc. repairs ( <u>\$5,500</u> ), masonry/tuckpoint ( <u>\$6,000</u> )
45150	HVAC R&M	25,000	25,000	HVAC Service agreement (\$2,796/qtr=\$11,184), Gehrke water treatment (\$125/mo.= <u>\$1,500</u> ), HVAC repairs unanticipated
45155	Gen'l Building Services	1,440	1,500	Orkin ( <u>\$990/annual.</u> ), Quench-Water Filtration ( <u>\$120/qtr= \$480</u> )
45160	Contract Inspection & Maint	13,046	18,763	ADS ( <u>\$1,200/annual</u> ), Allegiant Fire Detection-Fire Sprinklers ( <u>\$375/annual</u> ), Anderson Elevator (\$180/mo.- <u>\$2,160 annual</u> ), American National Sprinkler (\$400/semi-annual= <u>\$800</u> ), Assa Abloy ( <u>\$975/annual</u> ), Cintas Fire-fire extinguishers ( <u>\$2,346/annual</u> ), IL State Fire Marshall Conveyance Certificate ( <u>\$80/annual</u> ) and Boiler Certification Fee ( <u>\$225</u> ), Valley Fire Back Flow Certification ( <u>\$650</u> ), Just Elevator (QEI) elevator inspection ( <u>\$135/annual</u> ), First Security Elevator Inspection <u>\$150/annual</u> , First Security ( <u>\$2,907/annual</u> ), SenSource door counter ( <u>\$200/annual</u> ), Delta Technologies (\$1,640/quarter= <u>\$6,560</u> )
45165	Interior R&M - Other	25,550	45,200	Floor repair ( <u>\$4,200</u> ), misc. repairs <u>\$9,250</u> (lighting, plumbing, ceiling repair, elevator), exterior/interior card readers <u>\$21,750</u> , additional cameras <u>\$10,000</u> ,
		158,187	191,343	
UTILITIES				
45310	Utilities-Gas	7,325	8,600	Satori-Constellation-Natural gas supplier - fixed price April 2021 through March 2024, transmission fee increase
45320	Utilities-Electric	23,650	28,000	Satori-Constellation fixed price 10/2022 to 10/2024 ) Rate and transmission fee increase.
45330	Utilities-Telephone	12,000	10,200	Peerless (\$500/mo.), Verizon (\$350/mo.)
45340	Utilities-Water	3,600	4,000	City of West Chicago (\$4,000 based on current usage)
45350	Utilities-Trash	1,100	1,200	Flood Bros. (\$840/annual , Xtreme \$300/annual)
		47,675	52,000	
PROFESSIONAL SERVICES				
45500	Insurance	17,042	18,470	Property , liability, umbrella package \$11,551 Directors & officers liability \$6,182, Crime policy (treasurer) \$737
45505	Audit	19,409	13,460	Audit \$10,000, \$600 GASB 87 Leases, OPEB \$2,860
45510	Legal	12,000	12,000	Attorney
45515	Professional Services	15,350	11,000	Hydrogeologist \$5,000, Architectual design for Adult Services dept. \$6,000
45520	Accounting	19,500	19,000	Governmental Accounting - James Howard
		83,301	73,930	
LIBRARY BOARD EXPENSES				
45600	Conf & Training-Board	500	1,000	Board Training
45605	Prof Services-Secretarial	3,300	4,100	Efficiency reporting (\$340/mo)
45610	Legal Notices & Ads	1,000	1,000	Required publishing of legal documents
		4,800	6,100	

<b>CAPITAL EQUIPMENT EXPENSES</b>				
46500	Capital Equipment & Building	0	0	
46510	Capital Projects - Interior	0	0	
	<b>SUBTOTAL LIBRARY FUND</b>	<b>2,460,406</b>	<b>2,609,959</b>	
<b>GRANT EXPENSES</b>				
49600	Grant Expenditures	0		
	<b>TOTAL LIBRARY EXPENDITURES</b>			
<b>SPECIAL REVENUE EXPENSES</b>				
	IMRF	130,974	131,509	Levy \$140,974
<b>SPECIAL RESERVE EXPENSES</b>				
	<b>TOTAL LIBRARY &amp; SPECIAL</b>	<b>2,591,380</b>	<b>2,741,468</b>	