

STATE OF ILLINOIS )  
                              ) SS  
COUNTY OF COOK  )

**SECRETARY'S CERTIFICATE**

I, Maureen DeRosa, the duly qualified and acting Secretary of the Board of Library Trustees of the Palatine Public Library District, Cook County, Illinois, and the keeper of the records thereof, do hereby certify that attached hereto is a true and correct copy of an Ordinance entitled:

**ORDINANCE NO. 2025-01**

**ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS  
OF PALATINE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024  
AND ENDING JUNE 30, 2025**

adopted at a regular meeting of the said Board of Library Trustees at which a quorum was present held pursuant to the Illinois Open Meetings Acts on the 17<sup>th</sup> day of September,2024.

**IN WITNESS WHEREOF**, I have hereunto set my hand this 17<sup>th</sup> day of September, 2024.

Maureen DeRosa  
Maureen DeRosa (Sen 24, 2024 16:08 CDT)

Maureen DeRosa  
Secretary, Board of Library Trustees

**ORDINANCE NO. 2025-01**

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OF PALATINE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025**

**WHEREAS**, the Board of Library Trustees for the Palatine Public Library District, Cook County, Illinois, caused to be prepared in tentative form a Budget and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty (30) days prior to final action thereon; and

**WHEREAS**, a public hearing was held as to such Budget on the 17<sup>th</sup> day of September 2024, and notice of said hearing was given at least thirty (30) days prior thereto as required by law, and all other legal requirements have been complied with.

**NOW, THEREFORE**, be it ordained by the Board of Library Trustees of the Palatine Public Library District, Cook County, Illinois, as follows:

**Section 1:** That the fiscal year of this Public Library District is hereby fixed to begin on July 1, 2024, and end on June 30, 2025.

**Section 2:** That the following Budget containing an estimate of the amount available and the expenditures and appropriations contained therein be and the same is hereby adopted as the Budget and Appropriations for this Public Library District for this fiscal year; and the sum of \$14,581,841.47, or as much thereof as may be authorized by law, is hereby appropriated for the purpose of the Palatine Public Library District, as hereinafter specified for said fiscal year.

**PART I**

**Estimated Revenue Available**

<b>Item 1:</b>	Balance on hand as of July 1, 2024	\$15,929,333.48
<b>Item 2:</b>	Receipts during current fiscal year from library district levy of 2024 and prior years, and receipts from other sources such as fines, rentals, donations and personal property replacement taxes	\$11,181,983.56
	<b>TOTAL ESTIMATED AMOUNT AVAILABLE</b>	<b><u>\$27,111,317.04</u></b>

**PART II**

**Estimated Expenditures - Operating Fund**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
Print Materials	352,175.00	440,218.75
Databases	218,684.46	273,355.58
Nonprint Materials	138,350.00	172,937.50
Electronic Materials	263,788.39	329,735.49
<b>Total Materials</b>	<b>972,997.85</b>	<b>1,216,247.32</b>
Furniture	142,515.00	427,545.00
Computers/Technology	315,000.00	472,500.00
<b>Total Capital Expenditures</b>	<b>457,515.00</b>	<b>900,045.00</b>
Gross Salaries	5,135,291.62	6,419,114.53
Health & Life Insurance	399,631.18	599,446.77
Misc. Fringe Benefits	15,700.00	23,550.00
<b>Total Capital Expenditures</b>	<b>5,550,622.80</b>	<b>7,042,111.30</b>
Gas	35,000.00	52,500.00
Electricity	190,000.00	285,000.00
Water	8,500.00	12,750.00
<b>Total Utilities</b>	<b>233,500.00</b>	<b>350,250.00</b>

Copier Costs	22,248.72	33,373.08
Technology Support	158,581.00	237,871.50
Postage Machine Lease	1,840.80	2,301.00
LAN Management	87,470.00	109,337.50
Integrated Library Systems	95,287.91	142,931.87
Internet Service	23,832.00	35,748.00
Book Recovery Service	4,000.00	6,000.00
Accounting/Payroll	39,085.00	58,627.50
Leases (Office Park)	2,800.00	3,500.00
Consultants	45,275.00	90,550.00
Leases (Branches)	39,774.88	59,662.32
Telephone Lease	26,428.00	39,642.00
<b>Total Contracts</b>	<b>546,623.31</b>	<b>819,544.77</b>

Human Resources Supplies	2,000.00	3,000.00
Art & Printing Supplies	13,000.00	19,500.00
Copier & Printer Supplies	20,000.00	30,000.00
Library Services Supplies	52,000.00	78,000.00
Program Supplies	57,000.00	85,500.00
<b>Total Supplies</b>	<b>144,000.00</b>	<b>216,000.00</b>

Interlibrary Loan/Recip Borrowing	850.00	1,062.50
Telephone	3,300.00	6,600.00
Postage	3,500.00	8,750.00
Cultural/Educational Programs	64,000.00	96,000.00
Inservice & Training	49,865.38	74,798.07
Memberships	9,183.00	13,774.50
Community Information	19,500.00	29,250.00
Legal	15,000.00	30,000.00
Want Ads/Legal Notices	3,000.00	6,000.00
Gifts/Donations	500.00	1,000.00
POC Shared Administrative Costs	11,000.00	16,500.00
<b>Total Operating - Other</b>	<b>179,698.38</b>	<b>283,735.07</b>

Newsletter/Communication	80,000.00	100,000.00
Volunteer Programs	4,500.00	5,625.00
<b>Total Auxiliary</b>	<b>84,500.00</b>	<b>105,625.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>8,169,457.34</b>	<b>10,933,558.46</b>

**PART III**

**Estimated Expenditures - Audit Fund**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
<b>Audit Fund Expenses</b>	<b>6,200.00</b>	<b>7,750.00</b>

**PART IV**

**Estimated Expenditures - Building and Maintenance Fund**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
Cleaning Service	90,000.00	112,500.00
Equipment Repair	500.00	625.00
Trash	3,600.00	7,200.00
Landscaping & Lawn Service	12,000.00	18,000.00
Fire and Security	12,500.00	15,625.00
Elevator	8,000.00	24,000.00
Building Maintenance	28,000.00	42,000.00
Snow Removal	13,000.00	22,750.00
HVAC	65,000.00	130,000.00
Parking Areas	1,000.00	1,500.00
Van Maintenance	1,500.00	4,500.00
Roof Maintenance	15,000.00	37,500.00
Van Fuel	2,000.00	3,000.00
Maintenance Supplies	25,000.00	31,250.00
<b>Building &amp; Maintenance Expenses</b>	<b>277,100.00</b>	<b>450,450.00</b>

**PART V**

**Estimated Expenditures - Illinois Municipal Retirement Fund**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
<b>IMRF Fund Expense</b>	<b>865,988.43</b>	<b>1,082,485.54</b>

**PART VI**

**Estimated Expenditures - Social Security Fund**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
Social Security Expenses	377,549.81	471,937.26

**PART VII**

**Estimated Expenditures – Tort Immunity Fund**  
**(Including Workers' Compensation & Public Officials' Insurance)**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
Tort Immunity Expenses	122,360.14	183,540.21

**PART VIII**

**Estimated Expenditures - Unemployment Compensation**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
Unemployment Fund Expenses	500.00	5,500.00

**PART IX**

**Estimated Expenditures – Special Reserve Fund**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
Special Reserve Expenses	483,185.00	966,370.00

**PART X**

**Estimated Expenditures – Bond Fund**

<b>ACCOUNT</b>	<b>AMOUNT BUDGETED</b>	<b>AMOUNT APPROPRIATED</b>
<b>Bond Fund Expenses</b>	<b>384,200.00</b>	<b>480,250.00</b>

**SUMMARY**

**TOTAL APPROPRIATIONS**

OPERATING	10,933,558.46
AUDIT	7,750.00
BUILDING AND MAINTENANCE	450,450.00
IMRF	1,082,485.54
SOCIAL SECURITY	471,937.26
TORT IMMUNITY	183,540.21
UNEMPLOYMENT	5,500.00
SPECIAL RESERVE	966,370.00
BOND FUND	480,250.00
<b>TOTAL ALL FUNDS</b>	<b>\$14,581,841.47</b>

**Section 3:** That all unexpended balances of any item or items of any general appropriation in this Ordinance be expended in making up any insufficiency in any other item or items in the same general appropriation and for the same general purpose of any like appropriation made by this Ordinance.

**Section 4:** That the invalidity of any item or section of this Ordinance shall not affect the validity of the whole or part thereof.

**Section 5:** That all ordinances or parts of ordinances conflicting with any provision of this Ordinance be and the same are hereby repealed.

**Section 6:** That the Board of Library Trustees of the Palatine Public Library District has established a Special Reserve Fund to be accumulated from the unexpended balance from the proceeds received from the library taxes levied for the year 1989 and subsequent years, said fund to be accumulated and set aside as a Special Reserve Fund for the purchase of sites and construction and equipment of buildings for library purposes in accordance with Chapter 75, Act 16/40-50 of the Illinois Compiled Statutes as amended, and that said Board of Library Trustees has adopted a plan or plans pursuant to the provisions of Article 40 of the Public Library District Act of 1991.

**Section 7:** That this Ordinance shall be in full force and effect from and after passage and publication as provided by law.

**ADOPTED** this day 17th day of September, 2024, pursuant to a roll call vote as follows:

**AYES:** **Boland, Brauer, DeRosa, Jefferson, Sherry, True, Westhoff**

**NAYS:** **NONE**

**ABSENT:** **NONE**

**ABSTAIN:** **NONE**

ATTEST:

*Maureen DeRosa*  
Maureen DeRosa (Sep 24, 2024 16:08 CDT)  
Maureen DeRosa  
Secretary, Board of Library Trustees

*Debby Brauer*  
Debby Brauer  
President, Board of Library Trustees