



Executive Director's Report May 2025

Most of our time this past month has been spent preparing the budget and strategic plan for next year. The majority of this report is dedicated to the budget. Overall we have strong fund balances which we are proposing to use for two large projects: **RFID** which is radio frequency technology that will help enhance our members' experience with checking in and out books and, **1st floor renovation** which will enhance staff spaces, meeting rooms 1 and 2 as well as the lobby.

Corporate Fund

5100 Materials

Both the use and cost of materials have gone up so we see an increase in the materials budget.

5205 Furniture

The turnaround time to getting furniture takes almost a year for large purchases. We are mostly budgeting for furniture we are prepared to order at the beginning of the year.

5207 Computers/Technology

This line includes the RFID project (\$270,000) as well as wifi, firewall, laptop updates, and additional technology for the Youth and Teen Services outreach.

5310 Gross Salaries

In this line, we are proposing a new benefit for staff called Lifestyle Spending Account to further our goal of having a healthy workforce. The Lifestyle Spending Account we are proposing would give all staff the ability to get \$50 a month in reimbursements for wellness activities such as therapy, gym memberships, art classes, etc. A full contract for this service will be brought to the board for approval.

5310 Gross Salaries Cont.

This line also includes a proposed 2.5% COLA (Cost of Living Adjustment) which happens in the Winter and 3.5% Merit which happens in July, and additional funds to raise salaries of bilingual staff. The Policy Committee will be reviewing the bilingual pay policies at their next meeting and then it will be brought to the full board. An adjusted salary schedule will be brought to the board in July to approve the budget. There are a few additional hours to give part-time staff more hours and add a full-time librarian.

5313 Health Insurance

Our health insurance went up due to the addition of new positions as well as a 6% increase in insurance costs. We received a 2% discount this year for having a healthy workforce.

5400 Utilities

Utility costs have gone up in most areas. Additionally, we are no longer receiving carbon discounts which kept our costs low.

5651 Copier & Printer Maintenance

Costs have gone up and tariffs are expected to affect this line. We are looking into ways to save money.

5653 Technology Support

More and more systems are requiring technology software or subscriptions. We will continue to see this line rise. We are adding Patron Incident Tracking Software and HR software to streamline hiring.

5659 Collection Agency

The cost of the collection agency went up when we went fine free. We are working on ways to reduce the cost. We also use the collection agency to verify addresses so we can eliminate library card expiration dates. We added a new mover postcard this year as well.

5660 Accounting Payroll Fees

This line went up for the new payroll hiring system and LSA account fees.

5663 Consultants

Covers fees for a space need study, capital management plan, and financial plan.

Special Funds

Audit, Social Security, Tort Immunity, Unemployment

All of these funds have no drastic changes

Bond Fund

The bond fund includes additional monies we have to pay back interest that we made over the amount allowed.

Building Maintenance Fund

This fund shows increases in costs for maintaining equipment, both the age of equipment and rising costs account for those increases.

IMRF

This is our retirement fund. It went down because we are not budgeting for Early Retirement Incentives this year.

Special Reserve Fund

This line includes two big projects: the renovation and the materials sorter that will be installed with the renovation and is also a component of the RFID project.



Community Solar

Included in your packets are documents for a community solar agreement. It is a 25 year contract and we only pay if the solar generates credits from the solar farm. We would give them 90% of credits and keep the other 10%. There is a fee of \$15,000 if we leave the contract early. I have sent this to the attorney for feedback. I hope to have that and a recommendation for you at the board meeting.



New Employees/Promotions



- Christine new Materials Assistant in Member Services
- Jackie new Workshop Assistant
- Cynthia Ramirez is our new Branch Assistant Manager
- Miyuki was promoted the Adult Services Library Associate III

Calendar



- Rotary 4/8, 4/22, 4/29, 5/6
- Partners for Our Communities (POC) Marketing Committee 4/11, 5/9
- Show up for our Libraries ALA training 4/11
- Cook County Assessors Office 4/17
- Engberg Anderson 4/17, 4/22, 4/28
- Eagle Project Scouts 4/18
- Journeys Women's Luncheon 4/23
- POC Board 4/24
- Troop 209 Pancake Breakfast 4/26
- United Palatine Coalition (UP co) Wellness Fair 4/26
- Health Care Benefit Review 4/28
- Reaching Across Illinois Library System (RAILS) Board Advocacy Committee Meeting 5/8

Palatine Returning \$2.6 Million In TIF Surplus

By Richard Mayer

on May 07, 2025



Palatine Village Hall, 200 E. Wood St. (Journal photo)

The village of Palatine will give back \$2.6 million in Tax Increment Financing (TIF) surplus funds to local taxing districts.

A TIF district is an economic redevelopment tool used by communities to spur investment in a particular geographic area.

The village established the Rand Road Corridor TIF District in 2003. As of Dec. 31, 2024, the village finance department determined that a \$1.5 million surplus was available in the TIF account. The estimated surplus distribution is as follows:

- Dist. 15 – \$562,500
- Dist. 211 – \$414,900
- Village of Palatine – \$154,350
- Palatine Park District – \$97,500
- Cook County – \$66,000
- Harper College – \$62,850
- Palatine Library – \$52,950
- Palatine Township – \$17,850
- Other agencies – \$71,100

The village established the Rand/Lake Cook TIF District in 2012 and similarly, as of Dec. 31, 2024, the finance department determined that a \$1.1 million surplus was available. The estimated surplus distribution is as follows:

- Dist. 15 – \$412,500
- Dist. 211 – \$304,260
- Village of Palatine – \$113,190
- Palatine Park District – \$71,500
- Cook County – \$48,400
- Harper College – \$46,090
- Palatine Library – \$38,830
- Palatine Township – \$13,090
- Other agencies- \$52,140.

These funds will be sent to Cook County, which will distribute the funds to the appropriate taxing agencies based on their pro rata share of the total tax rate. After receiving the surplus funds, the county's distribution process is estimated to take approximately 30-60 days.

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