

Palatine Public Library District
Working Budget

APPROVED 6/13/2018

Corporate
Fiscal Year 2018-2019

	Working Budget 2018-2019	Working Budget 2017-2018	Change From Earlier Budget	Percent Change	Fiscal Year 2016-2017	Actual Receipts/ Expenses as of 3/31/2018	% Rec'd/ Expended as of 3/31/2018
FUND BALANCE as of 3/31/2018	\$ 5,082,495.78						
Income							
4000 · Tax Levies	5,514,376	5,425,680	88,696	1.6%	5,303,158	5,305,443	98%
4001 · Tax Levies - TIF	0	0	0	0%	0	0	
4010 · Replacement Tax	10,000	13,000	-3,000	-23%	13,938	6,717	52%
4100 · Interest Income	29,600	9,000	20,600	229%	17,591	18,276	203%
4200 · Other Fees and Income							
4201 · Fines	92,000	102,000	-10,000	-10%	99,180	66,873	66%
4202 · Special Purchases	0	4,000	-4,000	-100%	2,922	1,712	43%
4203 · Lost/Replacement Fees	14,000	14,000	0	0%	15,869	10,834	77%
4204 · Book Recovery Service	13,000	16,000	-3,000	-19%	13,240	9,185	57%
4210 · Copier Income	9,000	9,000	0	0%	8,940	7,056	78%
4211 · Printing Income	16,000	17,000	-1,000	-6%	17,793	11,819	70%
4212 · Vending Machines	2,000	2,000	0	0%	2,042	1,394	70%
4222 · Meeting Room Fees	8,000	10,000	-2,000	-20%	10,995	7,914	79%
4223 · Interlibrary Loan Fees	250	500	-250	-50%	177	131	26%
4224 · Non-Resident Fees	10,000	10,000	0	0%	14,925	7,480	75%
4231 · Per Capita Grant	111,229	69,089	42,140	61%	68,593	0	0%
4232 · Gifts/Donations	20,000	20,000	0	0%	52,974	4,042	20%
4233 · Other Grants	0	5,000	-5,000	-100%	0	23,800	476%
4241 · Misc-General	500	500	0	0%	400	42	8%
4257 · Used Materials Income	6,000	6,000	0	0%	6,365	5,384	90%
4261 · Sale of Equipment	2,000	2,000	0	0%	2,465	1,286	64%
Total 4200 · Other Fees and Income	303,979	287,089	16,890	6%	316,880	158,952	55%
Total Income	5,857,955	5,734,769	123,186	2.1%	5,651,567	5,489,387	96%
Expense							
5100 · Materials							
5101 · Books	340,000	360,000	-20,000	-6%	337,448	239,068	66%
5102 · Continuations	41,000	30,000	11,000	37%	51,182	33,324	111%
5104 · Digital Reference	233,000	225,000	8,000	4%	224,213	218,348	97%
5105 · Digital Materials	341,405	330,810	10,595	3%	313,851	202,488	61%
Total 5100 · Materials	955,405	945,810	9,595	1%	926,694	693,229	73%

Palatine Public Library District
Working Budget

APPROVED 6/13/2018

Corporate
Fiscal Year 2018-2019

	Working Budget 2018-2019	Working Budget 2017-2018	Change From Earlier Budget	Percent Change	Fiscal Year 2016-2017	Actual Receipts/ Expenses as of 3/31/2018	% Rec'd/ Expended as of 3/31/2018
5200 · Capital Expenditures							
5205 · Furniture	20,000	40,000	-20,000	-50%	31,914	3,282	8%
5206 · Office Equipment	0	4,000	-4,000	-100%	0	0	0%
5207 · Computers/Technology	252,376	125,000	127,376	102%	111,694	24,534	20%
Total 5200 · Capital Expenditures	272,376	169,000	103,376	61%	143,608	27,816	16%
5300 · Payroll Expenses							
5310 · Gross Salaries	3,359,419	3,316,159	43,260	1%	3,110,740	2,308,450	70%
5313 · Health & Life Insurance	308,432	300,000	8,432	3%	256,166	187,837	63%
5328 · Misc. Fringe Benefits	7,006	9,500	-2,494	-26%	7,783	2,583	27%
Total 5300 · Payroll Expenses	3,674,857	3,625,659	49,198	1%	3,374,688	2,498,870	69%
5400 · Utilities							
5421 · Gas	50,000	30,000	20,000	67%	21,060	23,448	78%
5422 · Electricity	220,000	250,000	-30,000	-12%	243,179	161,787	65%
5423 · Water	20,000	20,000	0	0%	16,129	11,856	59%
Total 5400 · Utilities	290,000	300,000	-10,000	-3%	280,368	197,091	66%
5600 · Contracts							
5651 · Copier Costs	28,000	34,500	-6,500	-19%	23,686	21,892	63%
5653 · Technology Support	44,469	35,000	9,469	27%	22,755	31,663	90%
5654 · Postage Machine	1,891	2,000	-109	-5%	1,891	1,418	71%
5655 · LAN Management	82,400	80,800	1,600	2%	77,760	60,600	75%
5656 · Integrated Library System	83,600	84,000	-400	0%	112,183	83,795	100%
5657 · Internet Service*	26,000	26,000	0	0%	21,640	18,937	73%
5658 · Bibliographic Support	2,553	4,000	-1,447	-36%	2,533	643	16%
5659 · Book Recovery Service	5,000	10,000	-5,000	-50%	5,307	3,526	35%
5660 · Accounting/Payroll	17,400	20,000	-2,600	-13%	17,199	12,979	65%
5661 · Leases (Office Park)	4,000	4,000	0	0%	3,297	2,638	66%
5663 · Consultants	33,513	30,000	3,513	12%	20,043	19,408	65%
5665 · Office Machines	0	0	0	0%	73	0	
5666 · Leases (Branches)	38,000	38,000	0	0%	37,080	27,810	73%
Total 5600 · Contracts	366,825	368,300	-1,475	0%	345,446	285,309	77%

Palatine Public Library District
Working Budget

APPROVED 6/13/2018

Corporate
Fiscal Year 2018-2019

	Working Budget 2018-2019	Working Budget 2017-2018	Change From Earlier Budget	Percent Change	Fiscal Year 2016-2017	Actual Receipts/ Expenses as of 3/31/2018	% Rec'd/ Expended as of 3/31/2018
5700 · Supplies							
5771 · Office & Kitchen Supplies	1,000	3,000	-2,000	-67%	1,347	624	21%
5772 · Art & Printing Supplies	11,000	10,000	1,000	10%	7,702	8,487	85%
5773 · Copier & Printer Supplies	10,000	9,000	1,000	11%	7,727	6,286	70%
5774 · Library Services Supplies	45,000	50,000	-5,000	-10%	37,018	36,390	73%
5776 · Program Supplies							
5776.10 - Program Supplies - PMD	8,500	6,500	2,000	31%	6,757	5,029	77%
5776.20 - Program Supplies - ISD	5,500	4,500	1,000	22%	3,871	2,102	47%
5776.30 - Program Supplies - Tech	500	1,000	-500	-50%	354		0%
5776.60 - Program Supplies - Other	0	0	0	0%	12	10	
Total 5576 - Program Supplies	14,500	12,000	2,500		10,994	7,140	60%
Total 5700 · Supplies	81,500	84,000	-2,500	-3%	64,788	58,927	70%
5800 · Operating - Other							
5801 · Library Insurance Package	2,530	5,000	-2,470	-49%	2,530	2,530	51%
5810 · Interlibrary Loan/Recip Borrowing	4,500	5,000	-500	-10%	4,226	4,433	89%
5811 · Telephone	13,500	15,000	-1,500	-10%	10,956	8,895	59%
5812 · Postage	1,800	3,000	-1,200	-40%	3,284	174	6%
5813 · Cultural/Educational Programs							
5813.10 - Cultural/Ed Programs - PMD	14,000	17,500	-3,500	-20%	14,444	12,277	70%
5813.20 - Cultural/Ed Programs - ISD	18,000	17,500	500	3%	16,510	11,824	68%
5813.30 - Cultural/Ed Programs - Tech	5,100	5,000	100	2%	5,075	3,700	74%
5813 - Cultural/Ed Programs - Other	0	0	0	0%	350	0	
Total 5813 - Cultural/Educational Programs	37,100	40,000	-2,900	-7%	36,379	27,801	70%
5814 · Inservice & Training	25,799	30,000	-4,201	-14%	27,812	11,970	40%
5815 · Memberships	8,911	8,000	911	11%	5,612	6,370	80%
5816 · Community Information	10,000	10,000	0	0%	6,376	6,209	62%
5817 · Legal	8,270	15,000	-6,730	-45%	4,710	2,674	18%
5818 · Special Purchases	0	4,000	-4,000	-100%	3,136	1,756	44%
5819 · Want Ads/Legal Notices	3,000	5,000	-2,000	-40%	960	1,130	23%
5820 · Gifts/Donations	20,000	20,000	0	0%	54,303	6,501	33%
5821 · Reimbursements-Circulation	0	1,000	-1,000	-100%	451	212	21%
5823 · POC Shared Administrative Costs	10,000	10,000	0	0%	10,000	10,000	100%
5826 · Other Grant Expenditures	0	5,000	5,000	100%	0	0	0%
Total 5800 · Operating - Other	145,410	176,000	-20,590	-12%	170,735	90,656	52%
5900 · Auxiliary							
5913 · Newsletter/Communication	68,082	62,000	6,082	10%	59,997	45,700	74%
5914 · Volunteer Programs	3,500	4,000	-500	-13%	1,927	1,126	28%
Total 5900 · Auxiliary	71,582	66,000	5,582	8%	61,924	46,826	71%
TXFR To Special Reserve Fund	350,000	100,000			200,000	0	
Total Expense	6,207,955	5,834,769	373,186	6.4%	5,568,252	3,898,723	67%
Net Income	-350,000	-100,000	-250,000		83,316	1,590,664	

Palatine Public Library District
Working Budget

AUDIT
Fiscal Year 2018-2019

APPROVED 6/13/2018

	<u>Working Budget 2018- 2019</u>	<u>Working Budget 2017- 2018</u>	<u>Change From Earlier Budget</u>	<u>Percent Increase</u>	<u>Fiscal year 2016-2017 Receipts and Expenses</u>	<u>Actual Receipts/ Expenses as of March 31, 2018</u>
FUND BALANCE as of 3/31/2018	\$ 6,571.93					
Income						
4000 · Tax Levies	8,703.00	3,860.00	4,843.00	125%	3695.91	6288.67
4001 · Tax Levies - TIF	0.00	0.00	0.00	0%	0.00	0.00
4010 · Replacement Tax	0.00	0.00	0.00	0%	0.00	0.00
Total Income	<u>8,703.00</u>	<u>3,860.00</u>	<u>4,843.00</u>	<u>125%</u>	<u>3695.91</u>	<u>6288.67</u>
Expense						
5600 · Contracts						
5662 · Audit Fund Expenses	6,500.00	6,200.00	300.00	5%	5900.00	6200.00
Total 5600 · Contracts	<u>6,500.00</u>	<u>6,200.00</u>	<u>300.00</u>	<u>0%</u>	<u>5900.00</u>	<u>6200.00</u>
Total Expense	6,500.00	6,200.00	300.00	0%	5900.00	6200.00
Net Income	<u>2,203.00</u>	<u>(2,340.00)</u>			<u>-2204.09</u>	<u>88.67</u>
Contribution from Fund Balance	0.00	2,340.00			2204.00	
ANTICIPATED FUND BALANCE 6/30/2019	\$ 8,774.93					

*Anticipated Fund Balance 6/30/2019 assumes no expenses 4/1/2018-6/30/2018.

Palatine Public Library District
Working Budget

BLDG & MAINT
Fiscal Year 2018-2019

APPROVED 6/13/2018

	<u>Working Budget 2018-2019</u>	<u>Working Budget 2017-2018</u>	<u>Change From Earlier Budget</u>	<u>Percent Change</u>	<u>Fiscal year 2016-2017 Receipts and Expenses</u>	<u>Actual Receipts/ Expenses as of March 31, 2018</u>
FUND BALANCE as of 3/31/2018	\$ 286,928.97					
Ordinary Income/Expense						
Income						
4000 · Tax Levies	222,410.00	231,600.00	-9,190.00	-4%	238,154.81	219,847.34
4001 · TIF	0.00	0.00	0.00	0%	0.00	0.00
4010 · Replacement Tax	0.00	0.00	0.00	0%	0.00	0.00
Total Income	222,410.00	231,600.00	-9,190.00	-4%	238,154.81	219,847.34
Expense						
5500 · Maintenance						
5531 · Cleaning Service	81,000.00	80,000.00	1,000.00	1%	71,171.72	54,866.80
5532 · Equipment Repair	1,000.00	4,000.00	-3,000.00	-75%	828.90	406.69
5533 · Trash	3,295.44	4,000.00	-704.56	-18%	3,399.75	2,292.60
5534 · Landscaping and Lawn Service	14,000.00	12,000.00	2,000.00	17%	9,716.00	7,912.22
5535 · Fire and Security	13,000.00	15,000.00	-2,000.00	-13%	12,195.70	7,033.45
5536 · Elevator	10,000.00	10,000.00	0.00	0%	11,904.76	6,281.46
5537 · Building Maintenance	35,000.00	40,000.00	-5,000.00	-13%	27,449.81	9,057.25
5538 · Snow Removal	9,000.00	9,000.00	0.00	0%	4,908.00	9,592.25
5539 · HVAC	38,500.00	38,500.00	0.00	0%	30,594.76	21,163.20
5540 · Parking Areas	10,000.00	10,000.00	0.00	0%	10,192.19	9,835.19
5541 · Van Maintenance	500.00	1,000.00	-500.00	-50%	57.66	0.00
5544 · Roof Maintenance	4,500.00	4,000.00	500.00	13%	4,765.00	3,196.00
5545 · Van Fuel	1,000.00	1,500.00	-500.00	-33%	781.01	750.00
5775 · Maintenance Supplies	35,000.00	40,000.00	-5,000.00	-13%	45,088.64	21,916.30
Total Expense	255,795.44	269,000.00	-13,204.56	-5%	233,053.90	154,303.41
Net Income	(33,385.44)	(37,400.00)	4,014.56	0%	5,100.91	65,543.93
Contribution From Fund Balance	0.00	37,400.00				
ANTICIPATED FUND BALANCE 6/30/2019	\$ 253,543.53					

*Anticipated Fund Balance 6/30/2019 assumes no expenses 4/1/2018-6/30/2018.

Palatine Public Library District
Working Budget

IMRF
Fiscal Year 2018-2019

APPROVED 6/13/2018

	<u>Working Budget 2018- 2019</u>	<u>Working Budget 2017- 2018</u>	<u>Change From Earlier Budget</u>	<u>Percent Change</u>	<u>Fiscal year 2016-2017 Receipts and Expenses</u>	<u>Actual Receipts/ Expenses as of March 31, 2018</u>
FUND BALANCE as of 3/31/2018	\$ 279,147.99					
Income						
4000 · Tax Levies	338,450.00	337,750.00	700.00	0%	333,723.15	327,895.06
4001 · Tax Levies - TIF	0.00	21,000.00	-21,000.00	-100%	20,733.72	0.00
4010 · Replacement Tax	45,000.00	50,000.00	-5,000.00	-10%	55,752.25	26,868.71
7000 · Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>	<u>0.00</u>	<u>0.00</u>
Total Income	383,450.00	408,750.00	-25,300.00	-660%	410,209.12	354,763.77
Expense						
5300 · Payroll Expenses						
5311 · IMRF Fund Expense	<u>378,992.40</u>	<u>406,000.00</u>	<u>-27,007.60</u>	<u>-7%</u>	<u>387,706.24</u>	<u>283,777.70</u>
Total 5300 · Payroll Expenses	<u>378,992.40</u>	<u>406,000.00</u>	<u>-27,007.60</u>	<u>-713%</u>	<u>387,706.24</u>	<u>283,777.70</u>
Net Income	<u>4,457.60</u>	<u>2,750.00</u>	<u>1,707.60</u>	<u>53%</u>	<u>22,502.88</u>	<u>70,986.07</u>
Contribution From Fund Balance	0.00	0.00			0.00	
ANTICIPATED FUND BALANCE 6/30/2019	\$ 283,605.59					

*Anticipated Fund Balance 6/30/2019 assumes no expenses 4/1/2018-6/30/2018.

Palatine Public Library District
Working Budget

SOCIAL SECURITY
Fiscal Year 2018-2019

APPROVED 6/13/2018

	<u>Working Budget 2018- 2019</u>	<u>Working Budget 2017- 2018</u>	<u>Change From Earlier Budget</u>	<u>Percent Change</u>	<u>Fiscal year 2016-2017 Receipts and Expenses</u>	<u>Actual Receipts/ Expenses as of March 31, 2018</u>
FUND BALANCE as of 3/31/2018	\$ 153,993.06					
Income						
4000 · Tax Levies	265,925.00	241,250.00	24,675.00	10%	237,178.92	246,305.74
4001 · Tax Levies - TIF	0.00	0.00	0.00	0%	0.00	0.00
4010 · Replacement Tax	0.00	0.00	0.00	0%	0.00	0.00
Total Income	265,925.00	241,250.00	24,675.00	10%	237,178.92	246,305.74
Expense						
5300 · Payroll Expenses						
5312 · Social Security Fund Exp	255,797.75	250,000.00	5,797.75	2%	232,561.45	170,570.03
Total 5300 · Payroll Expenses	255,797.75	250,000.00	5,797.75	2%	232,561.45	170,570.03
Net Income	10,127.25	(8,750.00)	18,877.25	-216%	4,617.47	75,735.71
Contribution From Fund Balance		8,750.00			0.00	0.00
ANTICIPATED FUND BALANCE 6/30/2019	\$ 164,120.31					

*Anticipated Fund Balance 6/30/2019 assumes no expenses 4/1/2018-6/30/2018.

Palatine Public Library District
Working Budget

TORT IMMUNITY
Fiscal Year 2018-2019

APPROVED 6/13/2018

	<u>Working Budget 2018- 2019</u>	<u>Working Budget 2017- 2018</u>	<u>Change From Earlier Budget</u>	<u>Percent Change</u>	<u>Fiscal year 2016-2017 Receipts and Expenses</u>	<u>Actual Receipts/ Expenses as of March 31,2018</u>
FUND BALANCE as of 3/31/2018	\$ 100,348.34					
Income						
4000 · Tax Levies	38,680.00	38,600.00	80.00	0%	44,055.20	37,436.42
4001 · Tax Levies - TIF	0.00	0.00	0.00	0%	0.00	0.00
4010 · Replacement Tax	0.00	0.00	0.00	0%	0.00	0.00
Total Income	<u>38,680.00</u>	<u>38,600.00</u>	<u>80.00</u>	<u>0%</u>	<u>44,055.20</u>	<u>37,436.42</u>
Expense						
5802 · Public Liability Ins Fund Exp	62,685.70	73,000.00	-10,314.30	-14%	50,074.00	57,611.61
Total Expense	<u>62,685.70</u>	<u>73,000.00</u>	<u>-10,314.30</u>	<u>-14%</u>	<u>50,074.00</u>	<u>57,611.61</u>
Net Income	<u>(24,005.70)</u>	<u>(34,400.00)</u>	<u>10,394.30</u>	<u>-30%</u>	<u>(6,018.80)</u>	<u>(20,175.19)</u>
Contribution From Fund Balance		34,400.00				20,175.00
ANTICIPATED FUND BALANCE 6/30/2019	\$ 76,342.64					

*Anticipated Fund Balance 6/30/2019 assumes no expenses 4/1/2018-6/30/2018.

Palatine Public Library District
Working Budget

UNEMPLOYMENT
Fiscal Year 2018-2019

APPROVED 6/13/2018

	<u>Working Budget 2018-2019</u>	<u>Working Budget 2017-2018</u>	<u>Change From Earlier Budget</u>	<u>Percent Change</u>	<u>Fiscal year 2016-2017 Receipts and Expenses</u>	<u>Actual Receipts/ Expenses as of March 31, 2018</u>
FUND BALANCE as of 3/31/2018	\$ 48,166.96					
Income						
4000 - Tax Levies	500.00	500.00	0.00	0%	0.00	0.00
Total Income	500.00	500.00	0.00	0%	0.00	0.00
Expense						
5330 - Unemployment Fund Expense	0.00	5,000.00	-5,000.00	-100%	0.00	0.00
Total Expense	0.00	5,000.00	-5,000.00	-100%	0.00	0.00
Net Income	500.00	(4,500.00)	5,000.00	-111%	0.00	0.00
Contribution From Fund Balance	0.00	5,000.00			0.00	
ANTICIPATED FUND BALANCE 6/30/2019	\$ 48,666.96					

*Anticipated Fund Balance 6/30/2019 assumes no expenses 4/1/2018-6/30/2018.

Palatine Public Library District
Working Budget

SPECIAL RESERVE
Fiscal Year 2018-2019

APPROVED 6/13/2018

	<u>Working Budget 2018-2019</u>	<u>Working Budget 2017-2018</u>	<u>Change From Earlier Budget</u>		<u>Percent Change</u>	<u>Fiscal year 2015-2016 Receipts and Expenses</u>	<u>Actual Receipts/ Expenses as of March 31, 2018</u>
FUND BALANCE as of 3/31/2018	\$ 950,326.02						
Other Income/Expense							
Other Income							
7000 · Transfer from General Fund	350,000.00	100,000.00	250,000.00	250%		200,000.00	0.00
Total Other Income	<u>350,000.00</u>	<u>100,000.00</u>	<u>250,000.00</u>	<u>250%</u>		<u>200,000.00</u>	<u>0.00</u>
Ordinary Income/Expense							
Expense							
5200 · Capital Expenditures							
5208 - Roof							
5209 · Capital Acquisition-Spec Reser	0.00	900,000.00	-900,000.00	-100%		76,859.83	319,178.48
5210 - Building							
5210.10 Concrete, Masonry & Paving	228,191.00						
5210.20 Elevators	0.00						
5210.30 Doors & Windows	8,419.00						
5210.40 Electrical	0.00						
5210.50 Finishes	71,947.00						
5210.60 Fire Protection & Security	0.00						
5210.70 HVAC	88,450.00						
5210.80 Plumbing	0.00						
5210.90 Misc	0.00						
Total 5200 · Capital Expenditures	<u>397,007.00</u>	<u>900,000.00</u>	<u>-502,993.00</u>	<u>-56%</u>		<u>76,859.83</u>	<u>319,178.48</u>
Net Income	<u>(47,007.00)</u>	<u>(800,000.00)</u>	<u>-252,993.00</u>	<u>32%</u>		<u>123,140.17</u>	<u>(319,178.48)</u>
ANTICIPATED FUND BALANCE 6/30/2019	\$ 903,319.02						

*Anticipated Fund Balance 6/30/2019 assumes no expenses 4/1/2018-6/30/2018.