

2016 BUDGET

Fund 201		Des Plaines Public Library			
		Revenue - Fund 2110 & 2130			
Account		2014 Actual	2015 Budget	2015 Projected	2016 Proposed
TAXES					
810026	Property Taxes 2013				
810027	Property Taxes 2014	6,144,530			
810028	Property Taxes 2015		6,077,208	6,077,208	
810028	Property Taxes 2016				6,016,436
TOTAL TAXES		6,144,530	6,077,208	6,077,208	6,016,436
INTERGOVERNMENTAL REVENUE					
810800	Personal Prop Repl Tax	92,988	92,988	92,988	92,988
822040	State Grant: Per Capita	72,955	70,000	72,955	73,000
822095	Grants				
TOTAL INTERGOVERNMENTAL REVENUE		165,943	162,988	165,943	165,988
FINES & FEES					
850101	Library Fees	3,940	4,000	3,200	3,500
850102	Library Fines	45,428	50,000	45,000	45,000
850103	Library Fines Credit Card	61,818	63,000	65,000	65,000
850201	Copying Fees	23,720	30,000	25,000	25,000
850202	Damaged Materials	1,574	1,000	1,500	1,500
850203	Lost Materials	7,591	7,000	7,000	7,000
850205	Bags	733	750	700	700
850207	Non-Resident Cards	3,339	2,000	3,500	3,000
850208	Meeting Room Fees	3,545	3,000	3,000	3,000
TOTAL FINES & FEES		151,688	160,750	153,900	153,700
SPECIAL PROGRAMS & EVENTS					
850215	Special Programs & Events	0	8,000	6,000	6,000
TOTAL SPECIAL PROGRAMS & EVENTS		0	8,000	6,000	6,000
OTHER REVENUE					
890010	Interest Income	1,074	1,200	1,200	1,200
890050	Sale of Fixed Assets	0	0	0	0
899900	Miscellaneous Revenue	34,023	23,000	20,000	20,000
899920	Library Donations	10,198	6,000	2,500	2,500
TOTAL OTHER REVENUE		45,295	30,200	23,700	23,700
FUND TOTAL		6,507,456	6,439,146	6,426,751	6,365,824

2016 Budget

Fund 202	Des Plaines Public Library				
	Revenue - Capital Projects Fund				
	<u>Account</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Projected</u>	<u>2016 Proposed</u>
OTHER REVENUE					
890010	Interest Income	31	50	300	300
899900	Miscellaneous Revenue				
899920	Library Donations				
TOTAL OTHER REVENUE		31	50	300	300
OTHER FINANCING SOURCES					
898902	Transfer from Lib Fund	300,000	1,673,857	1,673,857	1,280,900
TOTAL OTHER FINANCING SOURCES		300,000	1,673,857	1,673,857	1,280,900
FUND TOTAL		300,031	1,673,907	1,674,157	1,281,200

2016 BUDGET

Fund 201		Des Plaines Public Library					
		Expenditures - Fund 2110 & 2130					
	Account	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	Details	Amount
SALARIES							
910100	Full-time Salaries	2,034,848	2,200,156	2,200,156	2,244,297		
910200	Part-time Salaries	685,028	716,140	716,140	759,316		
910400	Non-Supervisory Overtime						
910500	Vacation Pay						
910600	Sick Pay						
910700	Holiday Pay						
910900	Act/Out of Class/Premium						
910950	Excess Sick Hrs Pay out						
910970	Compensated Absences	10,624					
TOTAL SALARIES		2,730,500	2,916,296	2,916,296	3,003,613		
BENEFITS							
918010	Unemployment Compensation	(5,185)	10,000	5,000	10,000		
918020	Employer Contr - FICA	203,494	217,700	217,700	224,180		
918021	Employer Contr - IMRF	354,513	329,678	329,678	317,124		
918040	Life Ins Premiums	3,825	4,320	4,320	4,000		
918050	PPO Insurance Premiums	234,676	265,941	265,941	215,305		
918051	HMO Insurance Premiums	102,140	100,767	100,767	153,553		
918055	Dental Insurance Premiums	19,906	23,926	23,926	23,777		
918070	Workers Compensation	15,603	16,200	16,200	16,200		
		928,972	968,532	963,532	964,139		
CONTRACTUAL SERVICES							
920100	Legal Fees	5,480	5,000	7,000	6,000		
920110	Professional Services	408,606	423,078	423,078	435,083	Accounting Service	21,165
						Audit	5,000
						IT Management Service	397,918
						Payroll Service	11,000
920120	Communication Services	40,418	45,200	45,200	40,600	Comcast	26,000
						Paetec	4,700
						Verizon	9,900
920140	Integrated Library System	92,017	94,000	94,000	98,000	CCS/OCLC	98,000
920202	Conferences	0	0	0	0		
920204	Training	1,288	0	0	0		
920220	Membership Dues	5,473	7,000	7,000	7,000		
920230	Publication of Notices	154	2,000	1,000	1,000		
920990	Property/Liability Insurance	56,140	35,000	35,000	35,000		
930010	R & M Equipment	133,406	91,090	91,090	95,635	3M Annual Maintenance (security/checkout/workstations, stats, fines & fees)	21,375
						APC Air Removal Unit	150
						Appliance Repair	1,000
						ATI - ShoreTel Support	2,900
						Backflow Device Testing	1,500
						ISBS Printer Support	9,000
						Impact Copier Support	11,250
						JT Packard UPS Annual Agreement	1,200
						Juniper Fire Wall	650
						Lyngsoe (sorter)	31,600
						Microfilm Reader Maintenance	1,000
						Network Maintenance -Cisco Routers & Switches	6,510
						RTI Disc Cleaner Annual Agreement	1,500
						TBS Annual Agreement	6,000

2016 BUDGET

	Account	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	Details	Amount
930020	R & M Bldgs & Structures	174,338	154,291	154,291	159,119	Carpeting	2,000
						Door Maintenance	6,000
						Elevator Maintenance	7,950
						Fire Protection Equipment Testing	8,400
						Furniture/Carpet/Draperies Cleaning	21,400
						HVAC Controls	40,650
						HVAC Maintenance Agreement	34,319
						HVAC Water Treatment	1,000
						Lighting/Electrical	9,500
						Meeting Room Partition Maintenance	800
						Painting	10,000
						Plumbing Repairs /Water Fountains	7,600
						Security Camera Repair	4,500
						Woodwork Repair/Carpentry	5,000
930030	R & M Vehicles	275	250	375	250	Library Van Maintenance	
930195	Book Binding & Repair	144	200	0	0		
930210	Rental of Equipment	21,047	18,585	18,585	19,663	Copier Lease	17,000
						Postage Machine	825
						Coin Boxes TBS	1,838
930320	Cleaning: Custodial Services	54,559	53,300	53,300	46,800	Housekeeping Contract	40,000
						Additional Housekeeping	500
						Window/Glass Cleaning	6,300
930490	Refuse Contract	6,390	7,000	7,000	7,000		
960040	Pre-Employment Testing	2,251	2,000	1,500	2,000		
960065	Bank Fees	2,181	2,500	2,000	2,500		
960070	Mileage	431	500	500	500		
960210	Special Event Programming	47,329	48,800	48,800	51,150	Adult Services Programming	21,500
						Community Outreach Activities	6,150
						Web Services Programming	1,500
						Youth Services Programming	22,000
960990	Misc. Contractual Services	85,157	102,350	102,350	97,565	Aquarium Service	5,000
						Backup Disaster Recovery Off-Site Storage	18,000
						Baker & Taylor Processing	24,000
						Baker & Taylor Title Source	1,495
						Building Alarm Monitoring	400
						Collection Agency Fees	3,800
						FileCamp	400
						IDS Annual Agreement and Maintenance	10,000
						Ingram Processing	1,000
						Mad Mimi	750
						Midwest Tape Processing	25,000
						Server Monitoring Labtech	4,200
						Shutterstock	3,000
						Skillshare	120
						Web Hosting (WebFaction, Amazon, GitHub)	400
TOTAL CONTRACTUAL SERVICES		1,137,084	1,092,144	1,092,069	1,104,865		

2016 BUDGET

	Account	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	Details	Amount
COMMODITIES							
970100	Supplies	64,542	64,500	64,500	67,200	Disk Cleaning Supplies	5,000
						Earbuds, Fax Cards, Thumbdrives	2,500
						Library Cards	5,200
						Materials Processing	35,000
						Mice/Keyboards/Mousepads	3,500
						Office Supplies	10,000
						Toner	6,000
970110	Meals	1,768	2,000	2,000	2,000	Library Hosted Meetings & All Staff	
970115	Supplies: Departments	6,287	6,000	6,000	6,000	Building & Security Services	2,000
						IT Services	2,000
						Public Information Services	2,000
970170	Janitorial	25,810	23,000	23,000	23,000	Housekeeping Supplies	13,500
						HVAC Filters	2,500
						Lighting	7,000
970260	Postage and Parcel	9,549	12,000	12,000	12,000	Interlibrary Loan, Mail, FedEx, Notices	
970270	Printing	2,903	0	0	0		
970500	Water Bill	3817	4,500	4,500	4,500	Water Bill	
970600	Ebooks/Books	344,945	370,000	370,000	376,200	Ebooks/Books	376,200
970610	Eaudio/Audio	78,701	79,500	79,500	81,500	Eaudio/Audio	81,500
970620	Esubscriptions/Subscriptions	72,270	77,000	77,000	76,650	Esubscriptions/Magazines/ Newspapers/Microfilm	76,650
970630	Visual Materials	124,757	134,500	134,500	132,500	Streaming Movies/DVDs/Video Games	132,500
970640	Databases	207,026	200,000	200,000	200,000	Databases/Print Reference	200,000
970650	Downloadable Materials	664	0	0	0	Ebooks/Eaudiobooks/Music	
970810	Natural Gas	28,304	30,000	30,000	30,000		
970850	Gasoline	504	700	500	500		
970900	Equipment < \$5,000	11,272	1,500	1,500	400	Laminator (graphics)	400
TOTAL COMMODITIES		983,119	1,005,200	1,005,000	1,012,450		

2016 BUDGET

	Account	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	Details	Amount
CAPITAL EXPENDITURES							
980300	Improvements	159	0	0	0		
980400	Equipment				-		
980410	Computer Hardware	11,320	4,850	4,850	6,500	Laptops 2, security	2,000
						Phone, security	500
						Printer replacements	4,000
980420	Computer Software	37,707	38,830	38,830	41,430	Adobe Creative Cloud Suite (5 staff)	4,200
						Boopsie	3,600
						Cataloger Desk	685
						Content DM	4,700
						Dell Desktop Authority	2,000
						ETRN (Spam filtering, DNS)	3,000
						Evanced	1,500
						Gimlet	120
						Google Aps	1,000
						Microsoft Annual Licenses	9,950
						PC Reservation	750
						Public Web Browser	125
						SSL	150
						Stackmap	5,300
						Web Dewey	650
						Webroot	3,000
						Website Software (iOS, Vimeo, Adobe Typekit, VideoScribe, EE plugins)	700
980600	Furniture & Fixtures	16,416	6,700	6,700	11,700	Adult Services Fixtures	6,500
						Signage	3,200
						Youth Services Fixtures	2,000
TOTAL CAPITAL EXPENDITURES		65,602	50,380	50,380	59,630		
TOTAL OPERATING EXPENDITURES		5,924,954	6,173,552	6,100,232	6,292,697		
OTHER FUNDING ACTIVITIES							
990900	Per Capita Grant Expenditure	72,955	65,000	72,955	73,000		
990901	Grant Expenditures	0	1,000	0	0		
990940	Trans to Lib Cap Proj FND	300,000	1,698,857	1,698,857	1,280,900		
993000	Contingency Reserve	6,722	75,000	0	75,000		
TOTAL OTHER FUNDING ACTIVITIES		379,677	1,839,857	1,771,812	1,428,900		
FUND TOTAL		6,224,954	7,872,409	7,799,089	7,573,597		

2016 BUDGET

FUND 201		Des Plaines Public Library					
2130		Expenditures - IL Library Per Capita Grant					
	Account	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	Details	Amount
CONTRACTUAL SERVICES							
920202	Conferences	33,000	30,500	35,000	35,000		
920204	Training		5,000	5,000	5,000		
920210	In-Service Training						
920220	Membership Dues						
960070	Travel Expenses						
960210	Special Event Prog						
960990	Misc Contractual Svcs	22,000	23,000	26,455	27,000	Early Literacy Program	11,000
						Marketing Campaign	16,000
TOTAL CONTRACTUAL SERVICES		55,000	58,500	66,455	67,000		
COMMODITIES							
970260	Postage and Parcel						
970270	Printing		6,500	6,500	6,000		
TOTAL COMMODITIES		0	6,500	6,500	6,000		
CAPITAL EXPENDITURES							
980400	Equipment	17,955					
980410	Computer Hardware						
TOTAL CAPITAL EXPENDITURES		17,955	0	0	0		
PER CAPITA TOTAL		72,955	65,000	72,955	73,000		

2016 BUDGET

Fund 202		Des Plaines Public Library					
		Expenditures - Capital Projects Fund					
Account	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	Details	Amount	
CONTRACTUAL SERVICES							
920110	Professional Services	54,424					
960990	Misc. Contractual Svcs	16			3,000 Moving expenses	3,000	
TOTAL CONTRACTUAL SERVICES	54,440	0	0	3,000			
CAPITAL EXPENDITURES							
980300	Improvements	217,148	1,467,000	1,467,000	1,136,000	Phase Two-Building	
						Replace 4 Fan Power Boxes	
980400	Equipment	6,061			50,200	Book Drops	
						Meeting Room A	
						UPS replacement	
						Youth Computer Area	
980410	Computer Hardware	91,777	277,550	277,550	86,700	BDR Replacement	
						Digital Devices	
						OPAC Thin Clients	
						Security Cameras (4)	
						Simple Scan (YS)	
						Workstation Replacement (64)	
980420	Computer Software	3,571					
980600	Furniture & Fixtures	23,076			5,000	Reorganization Security Workroom	
TOTAL CAPITAL EXPENDITURES	341,633	1,744,550	1,744,550	1,277,900			
FUND TOTAL	396,073	1,747,550	1,744,550	1,280,900			