



GLENCOE PUBLIC LIBRARY

Memo

To: Glencoe Public Library Board Finance Committee
From: Andy Kim, Executive Director
cc:
Date: October 27, 2017
Re: FY2019 Tax Levy Draft

Enclosed is the most recent draft of the FY2019 tax levy.

Sincerely,
Andy Kim

REVENUES	FY2018 BUDGET	FY2019 LEVY	\$ CHANGE	% CHANGE
<i>Statutory</i>				
Property tax	2,301,966.00	2,358,984.00	57,018.00	2.5%
Property tax reserve	(40,000.00)	(40,000.00)	0.00	0.0%
Personal prop replacement tax	12,500.00	13,000.00	500.00	4.0%
Grants	6,000.00	6,000.00	0.00	0.0%
<i>Total Statutory</i>	2,280,466.00	2,337,984.00	57,518.00	2.5%
<i>Operating</i>				
Fines & fees	24,000.00	16,000.00	(8,000.00)	-33.3%
Video	3,000.00	2,000.00	(1,000.00)	-33.3%
Copier	1,200.00	1,000.00	(200.00)	-16.7%
<i>Total Operating</i>	28,200.00	19,000.00	(9,200.00)	-32.6%
<i>Other</i>				
Interest income	7,000.00	7,000.00	0.00	0.0%
Unrestricted gifts	1,000.00	1,000.00	0.00	0.0%
<i>Total Other</i>	8,000.00	8,000.00	0.00	0.0%
TOTAL REVENUES	2,316,666.00	2,364,984.00	48,318.00	2.1%

EXPENDITURES -LIBRARY SERVICES

<i>Print</i>				
Books	134,600.00	134,300.00	(300.00)	-0.2%
Periodicals	20,900.00	24,600.00	3,700.00	17.7%
<i>Total Print</i>	155,500.00	158,900.00	3,400.00	2.2%
<i>Reference</i>				
OCLC	6,000.00	8,700.00	2,700.00	45.0%
Automated resources	59,000.00	62,400.00	3,400.00	5.8%
<i>Total Reference</i>	65,000.00	71,100.00	6,100.00	9.4%
<i>Audiovisual</i>				
Audio	18,400.00	18,400.00	0.00	0.0%
Video	18,000.00	16,250.00	(1,750.00)	-9.7%
<i>Total Audiovisual</i>	36,400.00	34,650.00	(1,750.00)	-4.8%
<i>Digital</i>				
Device subscriptions		3,440.00	3,440.00	#DIV/0!
Downloadable content & players	43,500.00	46,150.00	2,650.00	6.1%
<i>Total Digital</i>	43,500.00	49,590.00	6,090.00	14.0%
<i>Supplies</i>				
LAN/Computer	12,000.00	14,000.00	2,000.00	16.7%
General	10,000.00	11,000.00	1,000.00	10.0%
<i>Total Supplies</i>	22,000.00	25,000.00	3,000.00	13.6%

<i>Other</i>				
Programs & community engagement	36,300.00	37,650.00	1,350.00	3.7%
Website/digitization	3,000.00	3,150.00	150.00	5.0%
Internet access	6,400.00	6,725.00	325.00	5.1%
Children's learning kits	2,000.00	1,500.00	(500.00)	-25.0%
Children's non-circ materials	1,000.00	500.00	(500.00)	-50.0%
<i>Total Other</i>	48,700.00	49,525.00	825.00	1.7%
Total Library services	371,100.00	388,765.00	17,665.00	4.8%

EXPENDITURES - OPERATING

<i>Personnel</i>				
Salaries & wages	1,167,000.00	1,184,505.00	17,505.00	1.5%
Medical insurance	163,301.00	190,000.00	26,699.00	16.3%
Unemployment tax	2,500.00	2,500.00	0.00	0.0%
Social security tax	90,000.00	90,000.00	0.00	0.0%
IMRF	103,000.00	113,000.00	10,000.00	9.7%
<i>Total Personnel</i>	1,525,801.00	1,580,005.00	54,204.00	3.6%

<i>Continuing education</i>				
Continuing education	14,780.00	14,562.00	(218.00)	-1.5%
Recruitment	950.00	500.00	(450.00)	-47.4%
<i>Total Continuing education</i>	15,730.00	15,062.00	(668.00)	-4.2%

<i>Facilities</i>				
Repairs & maintenance	98,000.00	98,000.00	0.00	0.0%
Equipment repairs	2,000.00	2,000.00	0.00	0.0%
Capital replacement	10,000.00	10,000.00	0.00	0.0%
Facilities management projects	7,500.00	7,500.00	0.00	0.0%
Equipment & furniture	20,122.00	20,000.00	(122.00)	-0.6%
LAN HW/SW	36,113.00	28,000.00	(8,113.00)	-22.5%
<i>Total Facilities</i>	173,735.00	165,500.00	(8,235.00)	-4.7%

<i>Overhead</i>				
Telephone	4,000.00	4,600.00	600.00	15.0%
Postage	4,800.00	4,500.00	(300.00)	-6.3%
Copier	3,500.00	3,400.00	(100.00)	-2.9%
Auditing	1,500.00	1,500.00	0.00	0.0%
Bookkeeping	12,000.00	11,500.00	(500.00)	-4.2%
Trustee expenses	1,000.00	1,000.00	0.00	0.0%
Property & liability insurance	29,000.00	29,000.00	0.00	0.0%
Legal fees	4,000.00	4,000.00	0.00	0.0%
<i>Total Overhead</i>	59,800.00	59,500.00	(300.00)	-0.5%

<i>Other</i>				
CCS	77,000.00	70,000.00	(7,000.00)	-9.1%
LAN/IT consult & maintenance	15,000.00	15,000.00	0.00	0.0%

Contract services	5,500.00	5,000.00	(500.00)	-9.1%
Debt service	53,000.00	53,000.00	0.00	0.0%
Libr. Svc. & Res. Devel.	20,000.00	20,000.00	0.00	0.0%
<i>Total Other</i>	170,500.00	163,000.00	(7,500.00)	-4.4%
<hr/> <i>Total Operating</i> <hr/>	1,945,566.00	1,983,067.00	37,501.00	1.9%
TOTAL EXPENDITURES	2,316,666.00	2,371,832.00	55,166.00	2.4%
	0.00	(6,848.00)	(6,848.00)	