

**WARREN-NEWPORT PUBLIC LIBRARY DISTRICT
LAKE COUNTY, ILLINOIS**

ORDINANCE # 2022/2023-4

**Budget & Appropriation Ordinance
for the Warren-Newport Public Library District
for the Fiscal Year commencing July 1, 2022 and ending June 30, 2023**

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE WARREN-NEWPORT PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION I.

It is found and determined by the Board of Trustees of the Warren-Newport Public Library District (the "District"):

- a. The Tentative Budget and Appropriation Ordinance of the District for the fiscal year 2022/2023 became available for public inspection on July 20th, 2022 and was posted for at least 30 days.
- b. A public hearing was scheduled for and held on September 20, 2022.

SECTION II.

The amounts herein set forth, or so much thereof as may be authorized by law and as may be needed, are hereby budgeted and appropriated to defray expenses and liabilities of the District, as set forth below for the fiscal year 2022-2023.

	2022/2023 BUDGET	2022/2023 APPROP.
I. CORPORATE FUND		
A. Cash on hand, 7/1/2022	3,135,735	
ESTIMATED RECEIPTS		
Real Estate Taxes	5,612,389	
Replacement Tax	75,000	
Grants	148,368	
Fines/Fees	1,500	
Copier, printer, fax	8,000	
Lost Materials	5,000	
Lost Cards	400	
UMS receipts	1,000	
Programs	250	
Miscellaneous	1,000	
Vending Profits (formerly Rent Collected)	180	
Gifts	35,000	
Developer Donations	14,250	
Interest	6,500	
TOTAL FUNDS AVAILABLE/RECEIPTS	9,044,572	
B. EXPENDITURES		
1. PERSONNEL		
Payroll	2,942,194	3,384,000
Employee Benefits	309,142	356,000
2. OPERATING EXPENSES		
Program Expenses	37,400	44,000
Professional Fees	237,020	273,000
Library Supplies / Computer Supplies and Maintenance	212,612	245,000
Cleaning Services	113,680	131,000
Telephone, Internet, and Postage	94,740	109,000
Staff Costs and Training	40,795	47,000

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Printing	60,875	71,000
Equipment Maintenance and Supplies	61,420	71,000
Public Relations	42,650	50,000
Electronic Services	53,100	62,000
Contingency	0	0
3. LIBRARY MATERIALS		
Books	230,805	266,000
Audio - Visual	108,850	126,000
Youth Electronic Databases	274,176	316,000
Shipping Costs - Materials	2,000	3,000
4. CAPITAL PROJECTS, EQUIPMENT & FURNITURE	238,208	267,000
5. BUILDING - DEBT SERVICE	653,250	752,000
TOTAL EXPENDITURES	5,712,917	6,573,000
EST. CASH ON HAND 6/30/2023	3,331,655	

	2022/2023 BUDGET	2022/2023 APPROP.
II. BUILDING & MAINTENANCE FUND		
A. Cash on hand, 7/1/2022	258,701	
TRANSFER IN	0	
ESTIMATED RECEIPTS		
Real Estate Taxes	290,788	
Interest	200	
TOTAL FUNDS AVAILABLE/RECEIPTS	549,689	
B. EXPENDITURES		
Professional Consultation	0	0
Library Supplies-Building	0	0
Maintenance Supplies	34,200	40,000
Cleaning Services	0	0
Utilities	110,900	128,000
Staff Costs	0	0
Printing	0	0
Building Inspection	4,345	5,000
Building Maintenance	182,955	211,000
Equipment and Furnishings	0	0
Capital Projects	0	0
TOTAL EXPENDITURES	332,400	384,000
EST. CASH ON HAND 6/30/2023	217,289	

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	2022/2023 BUDGET	2022/2023 APPROP.
III. FICA FUND		
A. Cash on hand, 7/1/2022	233,172	
ESTIMATED RECEIPTS		
Real Estate Taxes	169,628	
Interest	150	
TOTAL FUNDS AVAILABLE/RECEIPTS	402,950	
B. EXPENDITURES		
FICA Expense	233,616	269,000
TOTAL EXPENDITURES	233,616	269,000
EST. CASH ON HAND 6/30/2023	169,334	

	2022/2023 BUDGET	2022/2023 APPROP.
IV. PUBLIC LIABILITY FUND		
A. Cash on hand, 7/1/2022	125,267	
ESTIMATED RECEIPTS		
Real Estate Taxes	121,160	
Interest	50	
TOTAL FUNDS AVAILABLE/RECEIPTS	246,477	
B. EXPENDITURES		
Payroll	123,018	142,000
Liability Insurance	27,800	32,000
Worker's Compensation	12,000	14,000
State Unemployment	5,000	6,000
Errors & Omissions	3,100	4,000
Joint Self Insurance Pool	0	0
Treasurers Bond	3,600	5,000
Notary E & O Bond	0	0
Security Equipment & Supplies	1,800	3,000
Staff Costs	400	1,000
TOTAL EXPENDITURES	176,718	207,000
EST. CASH ON HAND 6/30/2023	69,759	

	2022/2023 BUDGET	2022/2023 APPROP.
V. AUDIT FUND		
A. Cash on hand, 7/1/2022	0	
ESTIMATED RECEIPTS		
TOTAL FUNDS AVAILABLE/RECEIPTS	0	
B. EXPENDITURES		
Audit Fees	0	0
TOTAL EXPENDITURES	0	0
EST. CASH ON HAND 6/30/2023	0	

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	2022/2023 BUDGET	2022/2023 APPROP.
VI. WORKING CASH FUND		
A. Cash on hand, 7/1/2022	277,381	
ESTIMATED RECEIPTS		
Interest	100	
TOTAL FUNDS AVAILABLE/RECEIPTS	277,481	
B. EXPENDITURES	0	0
TOTAL EXPENDITURES	0	0
EST. CASH ON HAND 6/30/2023	277,481	

	2022/2023 BUDGET	2022/2023 APPROP.
VII. SPECIAL RESERVE FUND		
A. Cash on hand, 7/1/2022	2,916,995	
TRANSFER IN	0	
ESTIMATED RECEIPTS		
Interest	1,100	
TOTAL FUNDS AVAILABLE/RECEIPTS	2,918,095	
B. EXPENDITURES		
Capital Equipment	0	0
Capital Equipment & Furnishings	2,500	3,000
Technology	95,500	110,000
Building Capital Projects	834,750	923,000
TOTAL EXPENDITURES	932,750	1,036,000
EST. CASH ON HAND 6/30/2023	1,985,345	

	2022/2023 BUDGET	2022/2023 APPROP.
VIII. ENDOWMENT FUND/EXPENDABLE TRUST		
A. Cash on hand, 7/1/2022	72,359	
ESTIMATED RECEIPTS		
Gifts	14,500	
Annual Fund Drive	11,000	
Interest	40	
TOTAL FUNDS AVAILABLE/RECEIPTS	97,899	
B. EXPENDITURES		
Capital Equipment	0	0
Capital Equipment & Furnishings	0	0
Technology	0	0
Building Capital Projects	11,395	20,000
TOTAL EXPENDITURES	11,395	20,000
EST. CASH ON HAND 6/30/2023	86,504	

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	2022/2023 BUDGET	2022/2023 APPROP.
IX. IMRF FUND		
A. Cash on hand, 7/1/2022	323,900	
TRANSFER IN	0	
ESTIMATED RECEIPTS		
Real Estate Taxes	290,788	
Interest	200	
TOTAL FUNDS AVAILABLE/RECEIPTS	614,888	
B. EXPENDITURES		
Pension Expense	375,093	432,000
TOTAL EXPENDITURES	375,093	432,000
EST. CASH ON HAND 6/30/2023	239,795	

SECTION III.

Summary of Budget and Appropriation by fund:

	2022/2023 BUDGET	2022/2023 APPROP.
FUND		
I. CORPORATE	5,712,917	6,573,000
II. BUILDING, SITES, & MAINT.	332,400	384,000
III. FICA	233,616	269,000
IV. PUBLIC LIABILITY	176,718	207,000
V. AUDIT	0	0
VI. WORKING CASH	0	0
VII. SPECIAL RESERVE	932,750	1,036,000
VIII. EXPENDABLE TRUST FUND	11,395	20,000
IX. IMRF	375,093	432,000
GRAND TOTAL	7,774,889	8,921,000

SECTION IV.

The following determinations have been made and are hereby made a part of the aforesaid budget:

- A) The Cash on Hand at beginning of fiscal year is: \$7,343,510.
- B) An estimate of the cash expected to be received during the fiscal year, July 1, 2022-June 30, 2023, from all sources is: \$6,808,541.
- C) An estimate of the expenditures contemplated for the fiscal year, July 1, 2022-June 30, 2023, is: \$7,774,889.
- D) An estimate of the cash expected to be on hand at the end of the fiscal year is: \$6,377,162.
- E) An estimate of the amount of taxes to be received during the fiscal year:
 - 1) Real Estate Taxes: \$6,484,753.
 - 2) Personal Property Replacement Taxes: \$75,000.

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SECTION V.

The unexpended balance of the proceeds of the Corporate (General Operating) Library Fund received from this Budget and Appropriation Ordinance may be accumulated and allocated by the Board of Trustees to the Special Reserve Fund created pursuant to Article 40, Section 50, of the Public Library District Act of 1991, or the unexpended balance of the proceeds of the Corporate Library Fund may be accumulated in the Corporate Library Fund for the purpose of maintaining sufficient fund balance for cash flow.

All appropriations shall terminate with the close of the fiscal year except that remaining balances shall be available until the 30th day of August for the authorization of the payment of obligations incurred prior to the close of the fiscal year and until the 30th day of September for the payment of such obligations.

SECTION VI.

This Ordinance shall be in full force and effect immediately upon its passage and publication as required by law.

ENACTED by the Board of Trustees of the Warren-Newport Public Library District, Lake County, Illinois, on September 20, 2022, by a vote as follows:


AYES: Arnold, Kotsinis, Farr Capizzi, Hamilton, Flores, Beckwith

NAYS: 0

ABSENT OR ABSTAIN: Sutton


EFFECTIVE DATE: September 20, 2022

DATE OF POSTING: September 21, 2022



Jo Beckwith, President
Board of Trustees of the
Warren-Newport Public Library
District

ATTEST:



Katherine Arnold, Secretary pro tempore
Board of Trustees of the
Warren-Newport Public Library District

(SEAL)

