

MAYWOOD PUBLIC LIBRARY DISTRICT

Board of Trustees
Special Board Meeting

Agenda

September 17, 2025
6:00 PM

1. Call to Order & Roll Call
2. Adoption of Agenda
3. Introduction of Visitors
4. Public Comment
5. Approval of Fiscal Year 2025-2026 Budget and Appropriation Ordinance
6. Adjournment

ORDINANCE # 2025-02

ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS OF MAYWOOD PUBLIC
LIBRARY DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING
JULY 1, 2025 AND ENDING JUNE 30, 2026

WHEREAS, the Board of Trustees of the Maywood Public Library District, Cook County, Illinois caused to be prepared in tentative form a Budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least 30 days prior to final action thereon, and

WHEREAS, a public hearing was held as to such Budget on September 17, 2025, and notice of said hearing was given at least 30 days prior thereto as required by law, and all other requirements have been complied with;

NOW THEREFORE, BE IT ORDAINED by the Board of Trustees of the Maywood Public Library District, Cook County, Illinois as follows:

Section 1: That the fiscal year of this Public Library District is hereby fixed to begin July 1, 2025 and end on June 30, 2026

Section 2: That the following Budget containing an estimate of the amount available and expenditures and the appropriations contained therein be, and the same is hereby adopted as, the Budget and Appropriations for this Public Library District for this Fiscal Year, and the sum of \$4,766,300 is hereby appropriated for the purposes of the Maywood Public Library District, as hereinafter specified for said fiscal year.

PART I

Estimated Revenue Available

Balance on hand as of July 1, 2025	\$ 2,348,738
Revenue from sources other than tax levy	289,313
Amount to be raised by tax levy	1,743,500
TOTAL ESTIMATED REVENUE AVAILABLE	<u>\$ 4,381,551</u>

PART II

Estimated Expenditures – Corporate Fund

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
<u>Library Materials</u>		
4010011 Salaries	800,000	1,280,000
4040011 Healthcare Premiums	55,000	88,000
4050011 Trustee Development	7,500	12,000
4051011 Staff Development	5,000	8,000
4052011 Travel	2,000	3,000
4070011 Membership Dues	4,000	6,000
4080011 Adult Books	17,000	27,000
4080012 Youth Books	15,000	24,000
4085011 SWAN - Lost Books	700	1,000
4090011 Periodicals	4,000	6,000
4100011 Adult AV	6,000	10,000
4100012 Youth AV	3,000	5,000
4105011 Software	1,000	2,000
4106011 Technology	10,000	16,000
4130011 Library Supplies	7,000	11,000
4130012 Patron Services Supplies	1,500	2,000
4130013 Tech Services Supplies	2,500	4,000
4130511 Bank Fees	2,200	4,000
4131011 Hospitality	3,500	6,000
4135011 Printing	3,000	5,000
4140011 Postage	5,000	8,000
4150011 Telephone	10,000	16,000
4160011 Publicity	10,000	16,000

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
4170011 Professional Services	75,000	120,000
4205011 Natural Gas	50,000	80,000
4210011 Databases & E-Resources	25,000	40,000
4215011 Water	12,500	20,000
4225011 Electricity	90,000	144,000
4235011 Garbage	3,500	6,000
4240011 Maintenance of Equipment	36,000	58,000
4250011 Contract Building Maintenance	65,000	104,000
4256011 Janitorial Supplies	3,000	5,000
4260011 General Maintenance - Building	37,000	59,000
4265011 SWAN	27,000	43,000
4292011 Special Events	10,000	16,000
4302011 Adult Programming	7,000	11,000
4302012 Youth Programming	7,000	11,000
4310011 Equipment Purchase	6,000	10,000
43111011 Capital Improvements	40,000	64,000
4320011 Legal Fees	10,000	16,000
6034022 Passport/DL Sticker Expense	2,000	3,000
6032011 Misc. Grant Expenses	257,500	412,000
6033011 DCEO Grant Expenses	140,000	224,000
Tuckpointing and Building Improvement	1,060,000	1,325,000
6034022 Per Capita Grant Expenses	34,763	56,000
6123011 Vending Machine Expenses	1,500	2,000
Total Corporate Fund	\$2,974,663	\$ 4,389,000

The foregoing appropriation is hereby appropriated from the general property tax for corporate purposes.

PART III

Estimated Expenditures – FICA

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
9150091 FICA Expenditures	\$ 62,000	\$ 99,000

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for FICA purposes and is in addition to all other library district taxes as provided by law.

PART IV

Estimated Expenditures – IMRF

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
9250092 IMRF Expenses	<u>\$ 50,000</u>	<u>\$ 80,000</u>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax to pay the library district's contribution to IMRF and is in addition to all other library district taxes as provided by law.

PART V

Estimated Expenditures – Building/Site

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
Building/Site Expenses	<u>\$ 65,000</u>	<u>\$ 90,000</u>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for the purpose of purchase, construction, and maintenance of sites and building, equipment, and maintenance, repairs and alterations of library buildings and equipment and is in addition to all other library district taxes as provided by law.

PART VI

Estimated Expenditures – Unemployment

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
9350093 Unemployment	<u>\$ 1,700</u>	<u>\$ 3,000</u>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for the participation in the unemployment insurance and is in addition to all other library district taxes as provided by law.

PART VII

Estimated Expenditures – Workers Compensation

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
9450094 Workers Compensation	<u>\$ 4,000</u>	<u>\$ 6,000</u>

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for workers compensation insurance purposes and is in addition to all other library district taxes as provided by law.

PART VIII

Estimated Expenditures – Insurance Fund - Wages

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
9500195 Insurance Fund - Wages	\$ -	\$ 300

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for the insurance fund - wages purposes and is in addition to all other library district taxes as provided by law.

PART IX

Estimated Expenditures – Public Liability Insurance

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
9550095 Public Liability Insurance	\$ 45,000	\$ 72,000

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for the public liability insurance purposes and is in addition to all other library district taxes as provided by law.

PART X

Estimated Expenditures – Audit

<u>BUDGET</u>	<u>APPROPRIATION</u>
9650096 Audit	\$ 7,000 \$ 11,000

PART X

Estimated Expenditures – Capital Projects

<u>BUDGET</u>	<u>APPROPRIATION</u>
Capital Projects	\$ 10,000 \$ 16,000

The foregoing appropriation is hereby appropriated from the proceeds of a special tax for the audit purposes and is in addition to all other library district taxes as provided by law.

SUMMARY

Total Appropriation for Corporate Fund	\$2,974,663	\$ 4,389,000
Total Appropriation for FICA	62,000	99,000
Total Appropriation for IMRF	50,000	80,000
Total Appropriation for Building & Site Fund	65,000	90,000
Total Appropriation for Unemployment	1,700	3,000
Total Appropriation for Workers Compensation	4,000	6,000
Total Appropriation for Insurance Fund - Wages	-	300

Total Appropriation for Public Liability Insurance	45,000	72,000
Total Appropriation for Audit	7,000	11,000
Total Capital Projects	10,000	16,000
Total	<u>\$3,219,363</u>	<u>\$ 4,766,300</u>

Section 3: That all unexpended balances of any item or items of any general appropriation in this ordinance be expended in making up any insufficiency to any other item or items in the same general appropriation made by this ordinance.

Section 4: That the estimated cash expected to be on hand on June 30, 2026 is \$1,162,188.

Section 5: That the invalidity of any item or section of this ordinance shall not affect the validity of the whole or any other part thereof.

Section 6: That all ordinances or parts of ordinances conflicting with any other provisions of this ordinance be, and the same are hereby repealed.

Section 7: That this ordinance shall be in full force and effect from and after passage, approval, and publication as provided by law.

ADOPTED on September 17, 2025 pursuant to a roll call vote as follows:

AYES _____

NAYS _____

ABSENT _____

LaSondra Banks
PRESIDENT

ATTEST:

Brianna A. Henderson
SECRETARY