

ARLINGTON HEIGHTS MEMORIAL LIBRARY

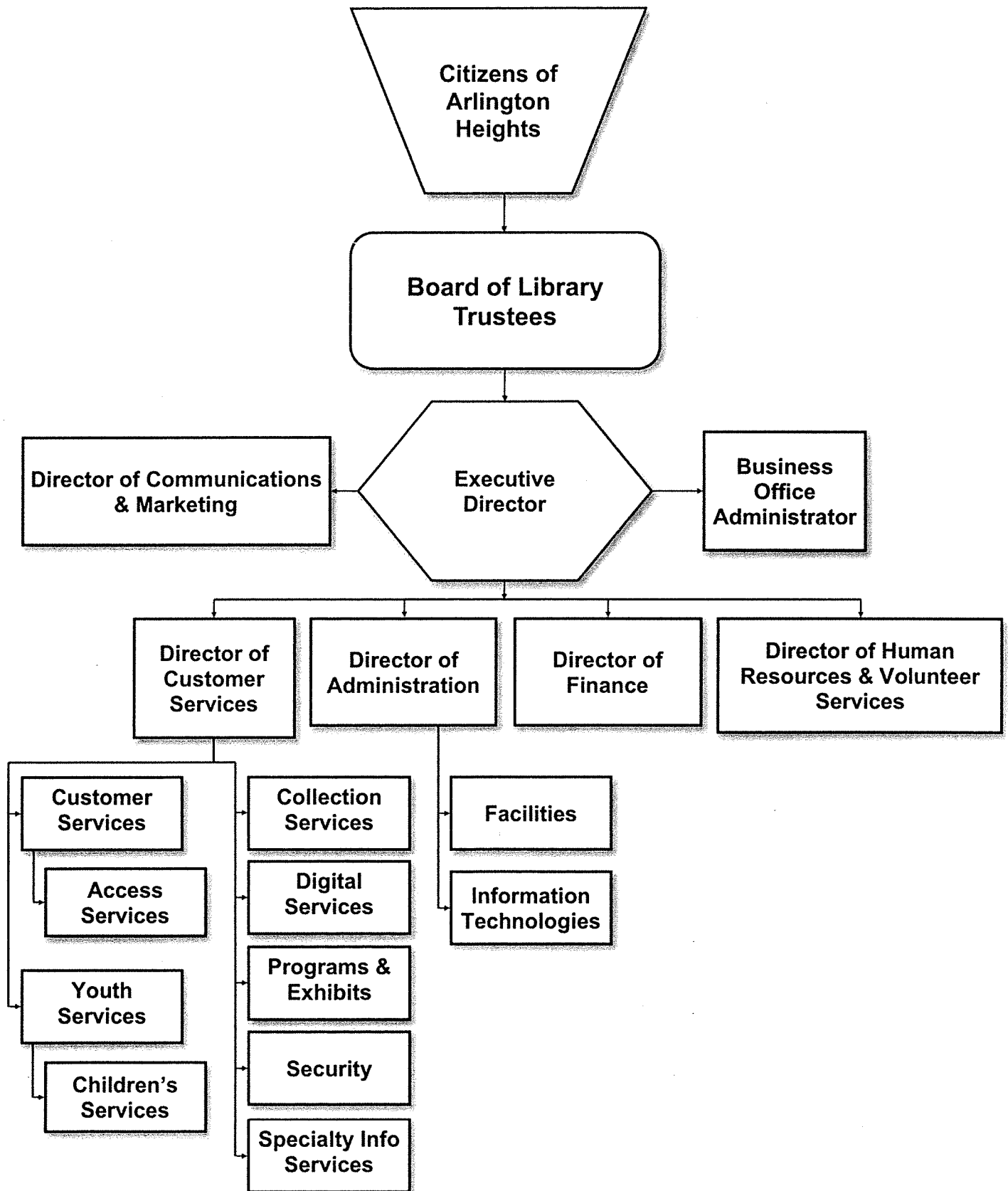
OPERATING BUDGET FOR THE FISCAL YEAR 2019 BEGINNING JANUARY 1, 2019

BOARD OF LIBRARY TRUSTEES

Joan Brody Garkisch
Carole Medal
Debbie Smart
John Supplitt
Christine Tangney
Marianthi Thanopoulos
Greg Zyck

ARLINGTON HEIGHTS MEMORIAL LIBRARY

ORGANIZATION STRUCTURE



► Fund at a Glance

The Arlington Heights Memorial Library uses two funds to account for its expenditures. The General Fund is a subcategory of the special revenue fund type and is reported under Special Revenues in the Village of Arlington Heights' financial statements. The Capital Fund accounts for a variety of capital improvements listed in the library's Long Range Fiscal Plan. The Memorial Library General and Capital Funds are for the operations of the village library, not including any debt service or capital expenditures associated with bond issues by the village for library purposes. (These items are paid for by the village and accounted for in other village funds.)

Since 1926, library funding has been derived from a special revenue tax fund set up for the purpose of maintaining a library for village residents. For the most recent fiscal year ended December 31, 2017, the library received 96% of its total revenue from property taxes. On average the library issues 580 new library cards per month.

LIBRARY GOVERNANCE AND STAFF

- The library is governed by an elected Board of Library Trustees consisting of seven members; each member serves an unremunerated six-year term. Current trustees are Joan Brody Garkisch, Carole Medal, Debbie Smart, John Supplitt, Christine Tangney, Marianthi Thanopoulos and Greg Zyck.
- The Board of Library Trustees regularly meets on the third Tuesday of each month; all meetings are open to the public. The library has a staff that includes 26 employees with Master of Library Science degrees. As of January 1, 2018, the total full-time equivalent (FTE) of employees was 142.7.

LIBRARY VISION AND VALUES**Our Vision**

The Arlington Heights Memorial Library strives to add value in our customers' lives by:

- partnering with them to develop skills they need to succeed in all stages of their lives;
- helping local businesses and community agencies thrive;
- inspiring understanding by creating occasions for the exchange of ideas, cultural experiences, and discovery; and
- offering opportunities in Arlington Heights for gathering, learning, contemplating, creating, and finding inspiration.

Our Values

We believe in:

- **Unparalleled Customer Service:** our best-in-class staff strives for continuous improvement by identifying and providing the services our residents and businesses need most.
- **Free and Equal Access:** all individuals have the right to choose for themselves what to read, hear, or view.
- **Diversity and Inclusion:** we cultivate an inclusive atmosphere, celebrate our diversity, and create an environment for the open exchange of differing ideas and points of view.
- **Fiscal Responsibility:** all decisions are weighed against the value added to the lives of our customers.
- **A Focus on Arlington Heights:** we are a part of the fabric of our community; all services are tailored to the unique needs of our residents and businesses.

LIBRARY FACILITY

- The Arlington Heights Memorial Library is open 85 hours weekly: 9 a.m.–10 p.m. weekdays, 9 a.m.–8:00 p.m. Saturdays, and 11 a.m.–8:00 p.m. Sundays. The drive-up window for picking up requested materials opens at 7 a.m. Monday–Friday and remains open until the library closes at 10 p.m., adding another ten hours of service at this location. The service point at the Arlington Heights Senior Center is open 44.5 hours per week.
- An average of 2,400 people visit the library each day.
- Located at 500 North Dunton Avenue, the current library building opened in June of 1968, with 40,000 square feet. In 1978, it was expanded to over 76,000 square feet. In 1992, voter approval was given to build a 56,000-square-foot addition and to renovate the original facility. The library's second-floor addition opened in September of 1994, and renovation of the original building was completed in 1995.
- A second renovation of the first and second floors was completed in spring 2013. This renovation added a teen area, ten more small conference rooms, a digital media lab, a genealogy room, a lounge area with a fireplace, the Marketplace area for new and popular books and a variety of public spaces for exhibits and programs.
- The main floor is divided into service areas for adults, teens and children, including selections of books, movies, magazines, computers, CDs and a café. A computer training lab and a digital media lab are available for public classes for individuals and the business community.
- The second floor contains 14 small conference/study rooms, a meeting room (with a maximum capacity of 200) available for library programs and for use by eligible community groups, the Literacy/ESL (English as a Second Language) office, administrative offices and staff room.
- The lower level of the building includes parking, a book drop, a drive-up window and maintenance areas, including heating and ventilating equipment.
- The library underwent a Parking Lot Safety Project in 2017 to improve the safety and accessibility of the underground garage.

LIBRARY COLLECTION AND EQUIPMENT

- The library's collection includes 319,043 books, magazines and audiovisual items as of August, 2018. The library has 711,357 virtual items offered both in the library and remotely. These items include eBooks, eAudiobooks, music and movies as well as business information and magazine indexes with full-text options.
- The total circulation for the fiscal year ended December 31, 2017, was 2,116,572 items.
- Wireless printing and Internet service, laptops and iPads are available for use in the library. Other equipment for checkout includes Samsung Galaxy Tab 4 Nook tablets, Roku Streaming Players, Mobile Hotspots, Projector, Kill-a-Watt Meters, Canon Digital Cameras, GoPros, a Canon HD Camcorder and Virtual Reality View Master.
- Over 100 personal computers with Internet access and office software are available for public use. Two 3-D printers are also available to the public.
- Photocopiers, a color copier, scanner, fax machines and microform reader/printers are available.

MEMORIAL LIBRARY FUND

(Continued)

- An Optelec machine for the visually impaired, a TTY for communication with the hearing impaired, three public computers with magnification software and a motorized scooter.

LIBRARY PROGRAMS AND SERVICES

The library adds value to the lives of residents by offering:

- eReaders such as the Kindle, Nook and Sony to borrow
- iPads, Amazon Fire tablets, Leapfrogs and AWE tablets are available to borrow from Kids' World
- A Business Center with resources and classes for small businesses
- The Studio, a digital media lab consisting of a production studio and three smaller post-production rooms. Customers can create media projects for home, school or business. There is equipment for scanning photos, creating and scanning video, and recording voice or music. The lab also loans equipment such as cameras and tripods to customers who want to work on projects outside of the library.
- In 2017, 2,986 programs and events for children, teens and adults including storytimes, lectures, book discussions, concerts and large-scale exhibits with a total attendance of 113,948.
- A summer reading program saw 3,792 children and 393 teens participating in summer leisure and skill-building reading while on vacation from their classrooms. The library continues to partner with the Arlington Heights Park District, expanding the reach of this popular program to include park district day camps.
- The library's ESL/Literacy Office currently has 328 active adult students. 120 receive one-on-one tutoring. The library has 53 tutors, most of whom work with 2 students. The library is also a community partner for Read to Learn, an adult literacy/volunteer program through District 214 Community Education.
- A variety of computer classes offered throughout the year.
- Fourteen conference rooms offering opportunities for gathering, learning, contemplating, creating and finding inspiration averaging 1,528 uses per month.
- One Book, One Village, the library's fourth community reading initiative featured, *The Circle*, by Dave Eggers. Circulation for the book was 1,315 and 533 for the DVD. 1,430 people attended related programs and book discussions during the 11-week program.
- For the tenth consecutive year, Arlington Heights Memorial Library (AHML) has received a five-star rating in *Library Journal's* national rating of public libraries. Five stars is the highest rating that a library can receive. AHML is one of only 13 public libraries nationwide to have earned a five-star rating each and every year.

LIBRARY OUTREACH

Beyond its four walls, the library provides:

- Access to the online catalog, library accounts, full-text newspaper and magazines articles and online chat service, 24 hours a day, 7 days a week at ahml.info. A resident can reserve or renew materials, receive email reminders of due dates, download eBooks and register for programs online.
- Resources for learning a new language
- Access to marketing demographics - essential for business, especially startups
- Real-time homework assistance on a wide variety of school subjects, both in English and Spanish
- Answers to reference questions by phone, instant messaging, email or via the website at ahml.info
- A newsletter highlighting services and programs is mailed to all village residences and businesses nine times a year, in addition to frequent updates on social media.
- Bookmobile service at 27 stops throughout the community and outreach services to apartment complexes, health care sites, senior independent living complexes, schools and to residents of the Backstretch at Arlington Park
- Home delivery of material for residents who are permanently or temporarily homebound

LIBRARY COLLABORATION

- The library is a member of the Reaching Across Illinois Library System (RAILS), a cooperative with approximately 1,300 public, academic, special and school library members. Through interlibrary loan, residents have access to vast library collections throughout the country. As a benefit of system membership, residents have reciprocal borrowing privileges with neighboring public libraries throughout Illinois.
- The library is a service partner at the Arlington Heights Senior Center, operating a reading room and computer lab at the center. Features include a collection of appealing items to check out, programs, discussion groups and free computers with Internet access and computer classes.
- The library is a LINKin partner through a shared catalog with eight other local libraries providing expedited and cost-effective access to a greatly expanded collection of material.
- The library is partnering with the Arlington Heights Park District to provide exterior book drops at Camelot and Frontier Parks and at the Arlington Heights Senior Center, giving residents in the northern and southern parts of Arlington Heights a more convenient way to return library items.
- Each year library trustees and staff members meet with their counterparts in the Village and the Park District to provide updates on current projects and discuss opportunities for resource sharing.
- For 26 years, the library and District 25 schools have partnered to present a district-wide show of student artwork at the library. This year's opening night drew more than 800 (an increase of 100 over 2017) school, village and library officials greeting families and educators, and featured a performance from the South Middle School Jazz Ensemble.

MEMORIAL LIBRARY FUND

(Continued)

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
BEGINNING FUND BALANCE	\$10,823,751	\$9,993,427	\$8,633,442	\$8,633,442	\$7,368,430	(\$1,265,012)	(14.7%)
Revenues							
Taxes	\$13,667,250	\$13,744,488	\$13,968,392	\$13,968,392	\$14,249,157	\$280,765	2.0%
Intergovernmental	83,669	127,776	62,500	62,500	61,063	(1,437)	(2.3%)
Fees	48,811	48,728	46,500	46,500	50,034	3,534	7.6%
Fines	162,374	146,560	137,000	157,000	154,959	(2,041)	(1.3%)
Interest Income	54,518	99,409	32,000	32,000	37,120	5,120	16.0%
Other	57,018	84,098	76,500	76,500	78,565	2,065	2.7%
Total Revenues	\$14,073,640	\$14,251,059	\$14,322,892	\$14,342,892	\$14,630,898	\$288,006	2.0%
Expenditures							
Personal Services	\$9,349,997	\$9,725,517	\$9,954,600	\$10,467,806	\$10,817,943	\$350,137	3.3%
Contractual Services	1,359,609	1,494,406	1,595,832	1,664,018	1,657,117	(6,901)	(0.4%)
Commodities	2,109,185	2,086,256	2,115,911	2,275,824	2,294,574	18,750	0.8%
Other Charges	13,211	15,847	30,850	36,450	49,350	12,900	35.4%
Property	321,962	239,018	140,711	155,758	91,255	(64,503)	(41.4%)
Total Expenditures	\$13,153,964	\$13,561,044	\$13,837,904	\$14,599,856	\$14,910,239	\$310,383	2.1%
Revenues over (under) Expenditures	\$919,676	\$690,015	\$484,988	(\$256,964)	(\$279,341)	(\$22,377)	8.7%
Interfund Transfers Out	(1,750,000)	(2,050,000)	(1,750,000)	(1,750,000)	0	1,750,000	(100.0%)
ENDING FUND BALANCE	\$9,993,427	\$8,633,442	\$7,368,430	\$6,626,478	\$7,089,089	\$462,611	7.0%

MEMORIAL LIBRARY FUND

REVENUES

Account No.	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-0000-401.03-00	Real Estate Tax IMRF	825,131	796,042	908,281	908,281	800,076	(108,205)	(11.9%)
291-0000-401.04-00	Real Estate Tax FICA	538,882	562,552	590,029	590,029	495,552	(94,477)	(16.0%)
291-0000-401.05-00	Real Estate Tax	12,303,237	12,385,894	12,470,082	12,470,082	12,953,529	483,447	3.9%
	Real Estate Taxes	13,667,250	13,744,488	13,968,392	13,968,392	14,249,157	280,765	2.0%
291-0000-411.65-00	Per Capita Grant & Gifts	57,892	0	62,500	60,000	60,000	0	(4.0%)
291-0000-411.70-00	Other Grants	7,407	120,186	0	1,500	500	(1,000)	N/A
291-0000-411.90-00	Contribution Ord. Library Intergovernmental	18,371	7,590	0	1,000	563	(437)	N/A
		83,670	127,776	62,500	62,500	61,063	(1,437)	(2.3%)
291-0000-436.72-00	Non Resident Fees	3,519	2,168	2,500	2,500	2,500	0	0.0%
291-0000-436.74-00	Copier/Reader Printer Fees	42,257	42,580	40,000	40,000	45,000	5,000	12.5%
291-0000-436.75-00	Meeting Room Fees	3,035	3,980	4,000	4,000	2,534	(1,466)	(36.7%)
	Library Fees	48,811	48,728	46,500	46,500	50,034	3,534	7.6%
291-0000-442.20-00	Late Charges	145,617	129,395	120,000	140,000	137,959	(2,041)	15.0%
291-0000-442.25-00	Lost Item Charges	16,756	17,165	17,000	17,000	17,000	0	0.0%
	Library Fines	162,373	146,560	137,000	157,000	154,959	(2,041)	13.1%
291-0000-461.02-00	Interest on Investments	40,816	74,693	32,000	32,000	37,120	5,120	16.0%
291-0000-462.10-00	Market Value Adjustments	13,702	24,716	0	0	0	0	N/A
	Interest Income	54,518	99,409	32,000	32,000	37,120	5,120	16.0%
291-0000-483.70-00	Donations - Library	5,635	10,842	3,500	1,000	5,000	4,000	42.9%
291-0000-489.90-00	Other Income	19,521	10,455	10,000	10,000	8,565	(1,435)	(14.4%)
291-0000-489.93-00	Donations Genealogy	0	0	0	500	0	(500)	N/A
291-0000-489.94-00	FOL Reimbursements	31,862	62,801	63,000	65,000	65,000	0	3.2%
	Other	57,018	84,098	76,500	76,500	78,565	2,065	2.7%
	Total Memorial Library Fund	14,073,640	14,251,059	14,322,892	14,342,892	14,630,898	288,006	2.0%

MEMORIAL LIBRARY FUND

EXPENDITURES

Administration

6001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6001-601.16-85	Salaries	348,976	565,585	358,830	556,045	501,907	(54,138)	(9.7%)
291-6001-601.16-92	Achievement Awards	2,000	6,000	3,000	4,000	4,000	0	0.0%
291-6001-601.18-05	Overtime Civilian	131	309	1,579	200	800	600	300.0%
	Salaries	351,107	571,894	363,409	560,245	506,707	(53,538)	(9.6%)
291-6001-601.19-05	Medical Insurance	61,788	59,828	65,963	64,913	60,885	(4,028)	(6.2%)
291-6001-601.19-10	IMRF	45,203	69,282	41,683	72,675	50,241	(22,434)	(30.9%)
291-6001-601.19-11	Social Security	19,517	30,305	19,643	34,475	31,118	(3,357)	(9.7%)
291-6001-601.19-12	Medicare	4,847	7,878	4,594	8,063	7,278	(785)	(9.7%)
291-6001-601.19-53	Flexible Spending	243	1,897	2,346	2,500	2,259	(241)	(9.6%)
291-6001-601.19-55	Unemployment Compensation	2,081	0	30,504	10,000	9,024	(976)	(9.8%)
	Fringe Benefits	133,679	169,190	164,733	192,626	160,805	(31,821)	(16.5%)
291-6001-601.20-05	Professional Services	11,053	0	22,500	4,000	7,000	3,000	75.0%
291-6001-601.20-08	Consulting Services Library	2,000	10,030	19,212	24,650	2,000	(22,650)	(91.9%)
291-6001-601.20-20	Legal Services	7,312	34,783	16,000	16,000	16,000	0	0.0%
291-6001-601.20-40	General Insurance	124,001	110,708	117,149	132,500	126,500	(6,000)	(4.5%)
291-6001-601.20-81	OCLC Services	54,153	62,601	60,465	62,601	61,324	(1,277)	(2.0%)
291-6001-601.21-65	Other Services	8,916	9,981	11,700	8,947	10,036	1,089	12.2%
291-6001-601.22-01	Advertising	964	463	620	1,000	600	(400)	(40.0%)
291-6001-601.22-02	Dues	15,022	17,291	16,000	19,485	6,185	(13,300)	(68.3%)
291-6001-601.22-03	Training	84,159	70,308	127,300	127,300	134,244	6,944	5.5%
291-6001-601.22-05	Postage	43,316	47,632	47,247	43,087	46,300	3,213	7.5%
291-6001-601.22-42	Internet Access	27,711	40,142	28,351	28,311	27,831	(480)	(1.7%)
291-6001-601.22-70	Telephone Services	45,882	53,874	73,000	50,014	73,069	23,055	46.1%
	Contractual Services	424,489	457,813	539,544	517,895	511,089	(6,806)	(1.3%)
291-6001-601.30-05	Office Supplies & Equipment	6,721	5,828	6,500	8,858	8,858	0	0.0%
291-6001-601.31-85	Small Tools & Equipment	75	447	2,500	4,790	2,500	(2,290)	(47.8%)
291-6001-601.32-50	Innovation	17,323	16,249	0	0	0	0	N/A
291-6001-601.32-72	Special Events	108,582	(58)	850	850	850	0	0.0%
	Commodities	132,701	22,466	9,850	14,498	12,208	(2,290)	(15.8%)
291-6001-601.40-96	Operating Contingency	0	0	2,500	5,000	5,000	0	0.0%
	Other Charges	0	0	2,500	5,000	5,000	0	0.0%
291-6001-601.50-15	Other Equipment	0	90,427	42,300	51,540	25,000	(26,540)	(51.5%)
	Property	0	90,427	42,300	51,540	25,000	(26,540)	(51.5%)
	Total Administration	1,041,976	1,311,790	1,122,336	1,341,804	1,220,809	(120,995)	(9.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Communications & Marketing

6002

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6002-601.16-85	Salaries	286,361	271,164	316,626	311,034	402,121	91,087	29.3%
291-6002-601.18-05	Overtime Civilian Salaries	15	176	3,575	350	350	0	0.0%
	Salaries	286,376	271,340	320,201	311,384	402,471	91,087	29.3%
291-6002-601.19-05	Medical Insurance	47,820	47,820	40,441	51,885	57,300	5,415	10.4%
291-6002-601.19-10	IMRF	37,162	33,437	40,415	40,653	40,252	(401)	(1.0%)
291-6002-601.19-11	Social Security	17,043	16,585	19,289	19,284	24,932	5,648	29.3%
291-6002-601.19-12	Medicare	3,986	3,879	4,511	4,510	5,831	1,321	29.3%
	Fringe Benefits	106,011	101,721	104,656	116,332	128,315	11,983	10.3%
291-6002-601.20-05	Professional Services	29,080	28,893	15,000	30,220	18,500	(11,720)	(38.8%)
291-6002-601.21-02	Equipment Maintenance	1,010	1,478	1,710	1,850	1,710	(140)	(7.6%)
291-6002-601.21-65	Other Services	9,777	9,045	10,854	10,854	17,217	6,363	58.6%
291-6002-601.22-02	Dues	1,978	1,391	930	930	930	0	0.0%
291-6002-601.22-03	Training	997	20	15	90	50	(40)	(44.4%)
291-6002-601.22-10	Printing	150,753	155,510	169,450	162,755	200,905	38,150	23.4%
	Contractual Services	193,595	196,337	197,959	206,699	239,312	32,613	15.8%
291-6002-601.30-05	Office Supplies & Equipment	10,632	16,910	15,425	15,425	15,579	154	1.0%
291-6002-601.31-85	Small Tools & Equipment	6,724	6,447	5,681	8,134	6,000	(2,134)	(26.2%)
291-6002-601.32-01	Program Supplies	311	46	1,000	1,000	0	(1,000)	(100.0%)
291-6002-601.32-72	Special Events	5,706	7,768	8,300	8,300	9,883	1,583	19.1%
	Commodities	23,373	31,171	30,406	32,859	31,462	(1,397)	(4.3%)
	Total Communications & Marketing	609,355	600,569	653,222	667,274	801,560	134,286	20.1%

MEMORIAL LIBRARY FUND

EXPENDITURES

Human Resources

6003

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6003-601.16-85	Salaries	155,627	159,942	148,213	160,495	164,692	4,197	2.6%
291-6003-601.18-05	Overtime Civilian Salaries	8	593	3,227	300	300	0	0.0%
	Salaries	155,635	160,535	151,440	160,795	164,992	4,197	2.6%
291-6003-601.19-05	Medical Insurance	26,604	31,152	36,452	33,800	40,955	7,155	21.2%
291-6003-601.19-10	IMRF	20,526	19,898	21,598	20,976	16,486	(4,490)	(21.4%)
291-6003-601.19-11	Social Security	9,213	9,575	10,041	9,951	10,211	260	2.6%
291-6003-601.19-12	Medicare	2,155	2,239	2,348	2,327	2,388	61	2.6%
291-6003-601.19-50	Employee Asst. Program	5,817	5,578	11,154	6,250	11,155	4,905	78.5%
	Fringe Benefits	64,315	68,442	81,593	73,304	81,195	7,891	10.8%
291-6003-601.21-65	Other Services	7,083	22,035	6,500	8,250	10,500	2,250	27.3%
291-6003-601.22-01	Advertising	90	4,230	3,000	2,500	1,300	(1,200)	(48.0%)
291-6003-601.22-02	Dues	2,655	2,831	2,921	3,105	3,315	210	6.8%
291-6003-601.22-03	Training	859	467	1,200	810	910	100	12.3%
291-6003-601.22-55	In Service Training	3,959	6,044	6,677	7,500	7,500	0	0.0%
	Contractual Services	14,646	35,607	20,298	22,165	23,525	1,360	6.1%
291-6003-601.32-01	Program Supplies	4,100	0	0	0	1,400	1,400	N/A
	Commodities	4,100	0	0	0	1,400	1,400	N/A
291-6003-601.40-62	Tuition Reimbursement	2,885	2,513	12,500	15,000	25,000	10,000	66.7%
291-6003-601.40-70	Employee Recognition Program	10,326	13,334	15,850	16,450	19,350	2,900	17.6%
	Other Charges	13,211	15,847	28,350	31,450	44,350	12,900	41.0%
	Total Human Resources	251,907	280,431	281,681	287,714	315,462	27,748	9.6%

MEMORIAL LIBRARY FUND

EXPENDITURES

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6004-601.21-65	Other Services	10,122	3,927	2,683	5,000	5,000	0	0.0%
291-6004-601.22-18	Other Services - Programs/ Exhib	19,681	21,525	41,451	20,000	20,000	0	0.0%
	Contractual Services	29,803	25,452	44,134	25,000	25,000	0	0.0%
291-6004-601.30-05	Office Supplies & Equipment	100	0	0	0	0	0	N/A
291-6004-601.31-85	Small Tools and Equipment	0	0	0	5,000	5,000	0	0.0%
291-6004-601.32-01	Program Supplies	3,246	1,329	2,528	5,000	5,000	0	0.0%
291-6004-601.32-02	Program Events	4,776	7,696	1,076	5,000	6,820	1,820	36.4%
291-6004-601.32-32	Software	0	0	0	1,500	1,500	0	0.0%
291-6004-601.32-72	Special Events	16,430	17,673	16,662	10,000	10,000	0	0.0%
291-6004-601.32-75	Audio Visual	1,344	560	0	2,000	2,000	0	0.0%
291-6004-601.32-78	Electronic Resources	0	0	0	1,500	1,500	0	0.0%
291-6004-601.32-80	Books	2,064	4,347	48	5,000	5,000	0	0.0%
291-6004-601.32-95	Periodicals	0	15	0	0	0	0	N/A
	Commodities	27,960	31,620	20,314	35,000	36,820	1,820	5.2%
291-6004-601.50-15	Other Equipment	0	9,995	0	5,000	2,500	(2,500)	(50.0%)
291-6004-600.50.55	Other Capital Outlay	0	0	2,281	0	2,500	2,500	N/A
	Property	0	9,995	2,281	5,000	5,000	(2,500)	0.0%
	Total Paid by Gifts and Grants	57,763	67,067	66,729	65,000	66,820	570	2.8%

MEMORIAL LIBRARY FUND

EXPENDITURES

Finance

6008

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6008-601.16-85	Salaries	219,364	207,864	228,890	229,114	236,619	7,505	3.3%
291-6008-601.18-05	Overtime Civilian	238	832	115	500	1,000	500	100.0%
	Salaries	219,602	208,696	229,005	229,614	237,619	8,005	3.5%
291-6008-601.19-05	Medical Insurance	19,200	35,640	35,733	38,669	48,218	9,549	24.7%
291-6008-601.19-10	IMRF	28,755	25,608	30,186	29,946	23,686	(6,260)	(20.9%)
291-6008-601.19-11	Social Security	13,107	12,389	14,031	14,205	14,670	465	3.3%
291-6008-601.19-12	Medicare	3,065	2,897	3,281	3,322	3,431	109	3.3%
	Fringe Benefits	64,127	76,534	83,231	86,143	90,005	3,863	4.5%
291-6008-601.20-05	Professional Services	5,100	5,250	5,400	5,400	5,700	300	5.6%
291-6008-601.21-36	Equipment Rental	1,974	2,910	1,492	7,040	1,280	(5,760)	(81.8%)
291-6008-601.21-65	Other Services	8,753	71,903	0	5,310	310	(5,000)	(94.2%)
291-6008-601.22-02	Dues	1,139	680	0	725	750	25	3.4%
291-6008-601.22-03	Training	0	0	0	1,200	1,200	0	0.0%
291-6008-601.22-25	IT Service Charge	23,000	23,700	24,400	24,400	25,100	700	2.9%
	Contractual Services	39,966	104,443	31,292	44,075	34,340	(9,735)	(22.1%)
291-6008-601.30-32	Software Library	0	1,260	0	0	0	0	N/A
	Commodities	0	1,260	0	0	0	0	N/A
	Total Finance	323,695	390,933	343,528	359,831	361,964	2,133	0.6%

MEMORIAL LIBRARY FUND

EXPENDITURES

Information Technology

6010

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6010-601.16-85	Salaries	611,266	587,773	647,356	627,998	674,093	46,095	7.3%
291-6010-601.18-05	Overtime Civilian	67	74	596	250	250	0	0.0%
	Salaries	611,333	587,847	647,952	628,248	674,343	46,095	7.3%
291-6010-601.19-05	Medical Insurance	147,384	134,772	138,944	146,228	150,601	4,373	3.0%
291-6010-601.19-10	IMRF	75,885	70,737	78,295	79,738	67,477	(12,261)	(15.4%)
291-6010-601.19-11	Social Security	36,504	35,193	38,324	38,936	41,794	2,858	7.3%
291-6010-601.19-12	Medicare	8,537	8,231	8,962	9,106	9,774	668	7.3%
	Fringe Benefits	268,310	248,933	264,525	274,007	269,646	(4,362)	(1.6%)
291-6010-601.20-05	Professional Services	4,949	4,811	9,000	8,252	6,290	(1,962)	(23.8%)
291-6010-601.20-08	Consulting Services Library	0	10,887	20,000	26,045	4,545	(21,500)	(82.5%)
291-6010-601.21-02	Equipment Maintenance	142,901	148,156	167,898	179,898	147,898	(32,000)	(17.8%)
291-6010-601.22-02	Dues	599	0	0	209	0	(209)	(100.0%)
291-6010-601.22-03	Training	227	63	720	450	450	0	0.0%
	Contractual Services	148,676	163,917	197,618	214,854	159,183	(55,671)	(25.9%)
291-6010-601.30-05	Office Supplies & Equipment	351	398	375	375	375	0	0.0%
291-6010-601.30-30	Data System Supplies	36,604	32,891	38,204	38,204	38,204	0	0.0%
291-6010-601.30-32	Software Library	111,721	135,409	155,500	175,480	169,829	(5,651)	(3.2%)
291-6010-601.30-33	Documentation Library	516	528	0	625	175	(450)	(72.0%)
291-6010-601.31-85	Small Tools and Equipment	14,450	13,228	16,610	16,610	13,276	(3,334)	(20.1%)
291-6010-601.32-05	Processing Supplies	1,158	563	300	300	300	0	0.0%
291-6010-601.32-32	Software	35,757	35,583	10,287	10,287	10,887	600	5.8%
	Commodities	200,557	218,600	221,276	241,881	233,046	(8,835)	(3.7%)
291-6010-601.50-12	Computer Equipment	302,068	71,762	70,830	70,830	37,649	(33,181)	(46.8%)
291-6010-601.50-15	Other Equipment	0	12,800	7,000	12,800	0	(12,800)	(100.0%)
	Property	302,068	84,562	77,830	83,630	37,649	(45,981)	(55.0%)
	Total Information Technology	1,530,944	1,303,859	1,409,201	1,442,620	1,373,867	(68,753)	(4.8%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Security

6015

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6015-601.16-85	Salaries	230,714	247,965	249,044	232,068	279,406	47,338	20.4%
291-6015-601.18-05	Overtime Civilian Salaries	565	1,862	2,000	2,000	2,000	0	0.0%
		231,279	249,827	251,044	234,068	281,406	47,338	20.2%
291-6015-601.19-05	Medical Insurance	50,664	52,884	57,039	57,379	64,053	6,674	11.6%
291-6015-601.19-10	IMRF	25,118	27,151	28,965	26,240	27,969	1,729	6.6%
291-6015-601.19-11	Social Security	13,832	14,965	15,618	14,388	17,323	2,935	20.4%
291-6015-601.19-12	Medicare	3,235	3,500	3,652	3,365	4,051	686	20.4%
	Fringe Benefits	92,849	98,500	105,274	101,372	113,397	12,024	11.9%
291-6015-601.22-03	Training	108	145	500	1,875	3,500	1,625	86.7%
	Contractual Services	108	145	500	1,875	3,500	1,625	86.7%
291-6015-601.30-05	Office Supplies & Equipment	196	114	225	225	3,635	3,410	1515.6%
	Commodities	196	114	225	225	3,635	3,410	1515.6%
	Total Security	324,432	348,586	357,043	337,540	401,937	64,397	19.1%

MEMORIAL LIBRARY FUND

EXPENDITURES

Facilities

6020

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6020-601.16-85	Salaries	381,249	378,496	385,588	376,106	386,360	10,254	2.7%
291-6020-601.18-05	Overtime Civilian Salaries	2,179	4,000	2,500	4,500	4,500	0	0.0%
		383,428	382,496	388,088	380,606	390,860	10,254	2.7%
291-6020-601.19-05	Medical Insurance	109,752	104,820	99,815	113,730	113,692	(38)	(0.0%)
291-6020-601.19-10	IMRF	43,160	41,411	46,497	44,688	38,300	(6,388)	(14.3%)
291-6020-601.19-11	Social Security	22,360	22,232	23,497	23,319	23,954	636	2.7%
291-6020-601.19-12	Medicare	5,229	5,200	5,495	5,454	5,602	148	2.7%
	Fringe Benefits	180,501	173,663	175,304	187,190	181,548	(5,642)	(3.0%)
291-6020-601.21-02	Equipment Maintenance	38,024	39,351	54,835	45,792	44,181	(1,611)	(3.5%)
291-6020-601.21-07	Vehicle Maintenance	13,360	8,733	9,121	9,121	9,871	750	8.2%
291-6020-601.21-11	Building Maintenance	222,619	223,158	213,856	228,206	247,648	19,442	8.5%
291-6020-601.21-36	Equipment Rental	116	0	1,000	1,000	1,000	0	0.0%
291-6020-601.21-60	Water and Sewer Service	21,811	18,153	16,472	16,472	16,472	0	0.0%
291-6020-601.22-03	Training	380	27	432	432	432	0	0.0%
	Contractual Services	296,310	289,422	295,716	301,023	319,604	18,581	6.2%
291-6020-601.30-50	Petroleum Products	2,476	3,986	3,500	4,000	4,000	0	0.0%
291-6020-601.30-51	Heating Fuel	58,051	54,660	62,537	62,537	62,537	0	0.0%
291-6020-601.31-45	Janitorial Supplies	24,588	24,971	23,387	23,387	23,387	0	0.0%
	Commodities	85,115	83,617	89,424	89,924	89,924	0	0.0%
291-6020-601.50-15	Other Equipment	17,454	45,735	14,000	11,000	20,000	9,000	81.8%
	Property	17,454	45,735	14,000	11,000	20,000	9,000	81.8%
	Total Facilities	962,808	974,933	962,532	969,743	1,001,936	32,193	3.3%
	Total Admin Support Services	5,102,880	5,278,168	5,196,272	5,471,528	5,544,355	71,577	1.3%

MEMORIAL LIBRARY FUND

EXPENDITURES

Youth Services

6401

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6401-601.16-85	Salaries	751,703	(20)	0	0	981,349	981,349	N/A
291-6401-601.18-05	Overtime Civilian	14	0	0	0	2,000	2,000	N/A
	Salaries	751,717	(20)	0	0	983,349	983,349	N/A
291-6401-601.19-05	Medical Insurance	73,740	0	0	0	125,568	125,568	N/A
291-6401-601.19-10	IMRF	85,589	3,535	0	0	98,233	98,233	N/A
291-6401-601.19-11	Social Security	45,564	389	0	0	60,844	60,844	N/A
291-6401-601.19-12	Medicare	10,656	91	0	0	14,230	14,230	N/A
	Fringe Benefits	215,549	4,015	0	0	298,875	298,875	N/A
291-6401-601.21-02	Equipment Maintenance	2,870	0	0	0	455	455	N/A
291-6401-601.22-02	Dues	1,961	0	0	0	4,478	4,478	N/A
291-6401-601.22-03	Training	2,047	0	0	0	2,541	2,541	N/A
291-6401-601.22-18	Contracted Programs & Exhibits	14,605	0	0	0	0	0	N/A
	Contractual Services	21,483	0	0	0	7,474	7,474	N/A
291-6401-601.30-05	Office Supplies & Equipment	1,950	0	0	0	2,414	2,414	N/A
291-6401-601.32-01	Program Supplies	5,753	0	0	0	10,948	10,948	N/A
291-6401-601.32-02	Program Events	27,409	0	0	0	24,339	24,339	N/A
291-6401-601.32-90	Circulation Supplies	675	0	0	0	4,433	4,433	N/A
	Commodities	35,787	0	0	0	42,134	42,134	N/A
	Total Youth Services	1,024,536	3,995	0	0	1,331,832	1,331,832	N/A

MEMORIAL LIBRARY FUND

EXPENDITURES

Specialty Info Services

6405

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6405-601.16-85	Salaries	423,680	793,695	889,109	892,014	544,031	(347,983)	(39.0%)
291-6405-601.18-05	Overtime Civilian	30	291	0	250	500	250	100.0%
	Salaries	423,710	793,986	889,109	892,264	544,531	(347,733)	(39.0%)
291-6405-601.19-05	Medical Insurance	57,960	116,220	125,224	126,099	136,782	10,683	8.5%
291-6405-601.19-10	IMRF	53,652	95,201	112,370	114,303	54,458	(59,845)	(52.4%)
291-6405-601.19-11	Social Security	25,409	47,220	53,481	55,305	33,730	(21,575)	(39.0%)
291-6405-601.19-12	Medicare	5,942	11,043	12,507	12,934	7,888	(5,046)	(39.0%)
	Fringe Benefits	142,963	269,684	303,582	308,641	232,858	(75,782)	(24.6%)
291-6405-601.21-65	Other Services	0	10,284	0	0	0	0	N/A
291-6405-601.22-02	Dues	564	3,244	3,539	4,803	3,049	(1,754)	(36.5%)
291-6405-601.22-03	Training	779	2,766	2,242	4,451	3,788	(663)	(14.9%)
291-6405-601.22-18	Contracted Programs & Exhibits	3,051	3,145	3,055	10,200	5,000	(5,200)	(51.0%)
	Contractual Services	4,394	19,439	8,836	19,454	11,837	(7,617)	(39.2%)
291-6405-601.30-05	Office Supplies & Equipment	0	247	821	310	930	620	200.0%
291-6405-601.32-01	Program Supplies	0	3,538	844	1,970	0	(1,970)	(100.0%)
291-6405-601.32-02	Program Events	6,137	2,467	0	0	4,820	4,820	N/A
291-6405-601.32-90	Circulation Supplies	997	1,645	1,000	2,203	1,649	(554)	(25.1%)
	Commodities	7,134	7,897	2,665	4,483	7,399	2,916	65.0%
	Total Specialty Info Services	578,201	1,091,006	1,204,192	1,224,841	796,625	(428,216)	(35.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Info Services

6410

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6410-601.16-85	Salaries	0	0	0	0	1,152,347	1,152,347	N/A
291-6410-601.18-05	Overtime Civilian	0	0	0	0	1,000	1,000	N/A
	Salaries	0	0	0	0	1,153,347	1,153,347	N/A
291-6410-601.19-05	Medical Insurance	0	0	0	0	98,122	98,122	N/A
291-6410-601.19-10	IMRF	0	0	0	0	115,350	115,350	N/A
291-6410-601.19-11	Social Security	0	0	0	0	71,445	71,445	N/A
291-6410-601.19-12	Medicare	0	0	0	0	16,709	16,709	N/A
	Fringe Benefits	0	0	0	0	301,626	301,626	N/A
291-6410-601.22-02	Dues	0	0	0	0	668	668	N/A
291-6410-601.22-03	Training	0	0	0	0	1,951	1,951	N/A
	Contractual Services	0	0	0	0	2,619	2,619	N/A
291-6410-601.30-05	Office Supplies & Equipment	0	0	0	0	1,567	1,567	N/A
291-6410-601.32-01	Program Supplies	0	0	0	0	804	804	N/A
	Commodities	0	0	0	0	2,371	2,371	N/A
	Total Info	0	0	0	0	1,459,963	1,459,963	N/A

MEMORIAL LIBRARY FUND

EXPENDITURES

Circulation

6420

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6420-601.16-85	Salaries	2,253,333	2,384,340	2,452,181	2,624,771	868,118	(1,756,652)	(66.9%)
291-6420-601.18-05	Overtime Civilian Salaries	312	1,617	1,207	2,000	1,000	(1,000)	(50.0%)
		2,253,645	2,385,957	2,453,388	2,626,771	869,118	(1,757,652)	(66.9%)
291-6420-601.19-05	Medical Insurance	240,192	236,028	252,581	256,090	105,931	(150,160)	(58.6%)
291-6420-601.19-10	IMRF	235,349	230,583	246,979	262,298	84,055	(178,243)	(68.0%)
291-6420-601.19-11	Social Security	137,398	145,918	148,784	162,793	52,062	(110,731)	(68.0%)
291-6420-601.19-12	Medicare	32,133	34,126	34,796	38,073	12,176	(25,897)	(68.0%)
	Fringe Benefits	645,072	646,655	683,140	719,254	254,224	(465,030)	(64.7%)
291-6420-601.21-02	Equipment Maintenance	61	386	555	555	0	(555)	(100.0%)
291-6420-601.21-64	Access Services	2,086	2,230	4,000	3,000	0	(3,000)	(100.0%)
291-6420-601.21-65	Other Services	23,490	2,497	11,982	11,348	12,602	1,254	11.1%
291-6420-601.22-02	Dues	2,673	1,718	2,210	2,210	562	(1,648)	(74.6%)
291-6420-601.22-03	Training	1,627	1,695	3,000	4,294	1,773	(2,521)	(58.7%)
291-6420-601.22-18	Contracted Programs & Exhibits	63,947	0	0	0	0	0	N/A
	Contractual Services	93,884	8,526	21,747	21,407	14,937	(6,470)	(30.2%)
291-6420-601.30-05	Office Supplies & Equipment	2,000	3,847	5,207	5,207	1,883	(3,324)	(63.8%)
291-6420-601.30-07	Supplies Reimbursed by Patron	0	0	2,020	2,020	2,040	20	1.0%
291-6420-601.32-01	Program Supplies	1,515	5,275	2,332	2,332	0	(2,332)	(100.0%)
291-6420-601.32-02	Program Events	7,119	109	0	0	0	0	N/A
291-6420-601.32-90	Circulation Supplies	5,606	12,606	11,369	11,369	9,017	(2,352)	(20.7%)
	Commodities	16,240	21,837	20,928	20,928	12,940	(7,988)	(38.2%)
	Total Circulation	3,008,841	3,062,975	3,179,203	3,388,360	1,151,219	(2,237,140)	(66.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Senior and Accessibility Services (SAS)

6430

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6430-601.16-85	Salaries	0	0	0	0	173,435	173,435	N/A
	Salaries	0	0	0	0	173,435	173,435	N/A
291-6430-601.19-05	Medical Insurance	0	0	0	0	19,933	19,933	N/A
291-6430-601.19-10	IMRF	0	0	0	0	17,361	17,361	N/A
291-6430-601.19-11	Social Security	0	0	0	0	10,753	10,753	N/A
291-6430-601.19-12	Medicare	0	0	0	0	2,515	2,515	N/A
	Fringe Benefits	0	0	0	0	50,561	50,561	N/A
291-6430-601.22-02	Dues	0	0	0	0	293	293	N/A
291-6430-601.22-03	Training	0	0	0	0	422	422	N/A
	Contractual Services	0	0	0	0	715	715	N/A
291-6430-601.32-90	Circulation Supplies	0	0	0	0	1,551	1,551	N/A
	Commodities	0	0	0	0	1,551	1,551	N/A
	Total SAS	0	0	0	0	226,263	226,263	N/A

MEMORIAL LIBRARY FUND

EXPENDITURES

Programs and Exhibits

6440

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6440-601.16-85	Salaries	0	361,703	394,516	398,420	261,631	(136,788)	(34.3%)
291-6440-601.18-05	Overtime Civilian	0	100	70	200	200	0	0.0%
	Salaries	0	361,803	394,586	398,620	261,831	(136,788)	(34.3%)
291-6440-601.19-05	Medical Insurance	0	86,748	70,355	94,122	62,256	(31,866)	(33.9%)
291-6440-601.19-10	IMRF	0	41,012	47,918	50,397	26,189	(24,208)	(48.0%)
291-6440-601.19-11	Social Security	0	21,561	23,728	24,702	16,221	(8,481)	(34.3%)
291-6440-601.19-12	Medicare	0	5,043	5,549	5,777	3,794	(1,983)	(34.3%)
	Fringe Benefits	0	154,364	147,550	174,998	108,460	(66,538)	(38.0%)
291-6440-601.22-02	Dues	0	948	1,800	2,053	1,401	(652)	(31.8%)
291-6440-601.22-03	Training	0	1,002	800	1,340	1,053	(287)	(21.4%)
291-6440-601.22-18	Contracted Programs & Exhibits	0	88,193	140,000	170,695	181,800	11,105	6.5%
	Contractual Services	0	90,143	142,600	174,088	184,254	10,166	5.8%
291-6440-601.32-01	Program Supplies	0	304	0	0	300	300	N/A
291-6440-601.32-02	Program Events	0	49,162	55,000	61,657	38,572	(23,085)	(37.4%)
	Commodities	0	49,466	55,000	61,657	38,872	(22,785)	(37.0%)
	Total Programs and Exhibits	0	655,776	739,736	809,362	593,417	(215,945)	(26.7%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Digital Services

6450

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6450-601.16-85	Salaries	484,092	511,143	482,920	513,526	519,038	5,512	1.1%
291-6450-601.18-05	Overtime Civilian	0	0	100	100	100	0	0.0%
	Salaries	484,092	511,143	483,020	513,626	519,138	5,512	1.1%
291-6450-601.19-05	Medical Insurance	45,804	51,204	42,498	55,556	53,168	(2,388)	(4.3%)
291-6450-601.19-10	IMRF	59,395	58,473	54,794	63,185	51,956	(11,229)	(17.8%)
291-6450-601.19-11	Social Security	29,605	31,185	29,536	31,839	32,180	341	1.1%
291-6450-601.19-12	Medicare	6,924	7,293	6,907	7,446	7,526	80	1.1%
	Fringe Benefits	141,728	148,155	133,735	158,026	144,830	(13,196)	(8.4%)
291-6450-601.22-02	Dues	1,567	1,581	1,844	2,305	2,020	(285)	(12.4%)
291-6450-601.22-03	Training	198	412	478	500	400	(100)	(20.0%)
291-6450-601.22-18	Contracted Programs & Exhibits	5,380	0	0	0	0	0	N/A
291-6450-601.22-66	Outside Reference Service	2,450	2,554	2,663	2,700	2,765	65	2.4%
	Contractual Services	9,595	4,547	4,985	5,505	5,185	(320)	(5.8%)
291-6450-601.30-05	Office Supplies & Equipment	545	674	681	700	707	7	1.0%
291-6450-601.30-07	Supplies Reimbursed by Patron	1,087	606	640	900	800	(100)	(11.1%)
291-6450-601.31-85	Small Tools and Equipment	4,605	6,065	4,227	6,250	5,000	(1,250)	(20.0%)
291-6450-601.32-01	Program Supplies	73	17	500	1,000	750	(250)	(25.0%)
291-6450-601.32-78	Electronic Resources	298,099	305,246	327,753	337,027	343,072	6,045	1.8%
291-6450-601.32-90	Circulation Supplies	1,707	1,820	1,706	1,775	1,675	(100)	(5.6%)
	Commodities	306,116	314,428	335,507	347,652	352,004	4,352	1.3%
291-6450-601.50-15	Other Equipment	2,440	8,299	4,300	4,588	3,606	(982)	(21.4%)
	Property	2,440	8,299	4,300	4,588	3,606	(982)	(21.4%)
	Total Digital Services	943,971	986,572	961,547	1,029,397	1,024,763	(4,634)	(0.5%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Collection Services

6470

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6470-601.16-85	Salaries	788,897	759,297	784,658	790,261	872,150	81,889	10.4%
291-6470-601.18-05	Overtime Civilian	31	114	100	150	150	0	0.0%
	Salaries	788,928	759,411	784,758	790,411	872,300	81,889	10.4%
291-6470-601.19-05	Medical Insurance	193,692	171,084	193,850	185,626	212,130	26,504	14.3%
291-6470-601.19-10	IMRF	102,359	93,786	99,826	103,182	87,302	(15,880)	(15.4%)
291-6470-601.19-11	Social Security	46,998	45,285	46,684	48,996	54,073	5,077	10.4%
291-6470-601.19-12	Medicare	10,992	10,591	10,917	11,459	12,646	1,187	10.4%
	Fringe Benefits	354,041	320,746	351,277	349,263	366,151	16,888	4.8%
291-6470-601.21-64	Access Services	0	0	0	0	3,500	3,500	N/A
291-6470-601.22-02	Dues	1,901	1,558	1,903	2,478	2,478	0	0.0%
291-6470-601.22-03	Training	338	869	700	1,000	1,000	0	0.0%
291-6470-601.22-85	Processing Services	80,421	96,188	88,000	106,500	107,565	1,065	1.0%
	Contractual Services	82,660	98,615	90,603	109,978	114,543	4,565	4.2%
291-6470-601.30-05	Office Supplies & Equipment	1,182	1,136	1,400	1,500	1,500	0	0.0%
291-6470-601.30-33	Documentation Library	710	716	716	717	717	0	0.0%
291-6470-601.32-03	Binding	0	0	200	200	200	0	0.0%
291-6470-601.32-05	Processing Supplies	23,298	25,067	25,000	31,000	30,000	(1,000)	(3.2%)
291-6470-601.32-75	Audio Visual	433,833	455,958	490,000	526,135	534,980	8,845	1.7%
291-6470-601.32-80	Books	688,548	701,511	690,000	733,276	722,676	(10,600)	(1.4%)
291-6470-601.32-90	Circulation Supplies	349	2,414	3,000	3,000	6,000	3,000	100.0%
291-6470-601.32-95	Periodicals	121,986	116,978	120,000	130,889	132,735	1,846	1.4%
	Commodities	1,269,906	1,303,780	1,330,316	1,426,717	1,428,808	2,091	0.1%
	Total Collection Services	2,495,535	2,482,552	2,556,954	2,676,369	2,781,802	105,433	3.9%
	Total User Services	8,051,084	8,282,876	8,641,632	9,128,329	9,365,884	(1,448,670)	2.6%
	Total Memorial Library Fund Before Operating Transfers Out	13,153,964	13,561,044	13,837,904	14,599,856	14,910,239	310,383	2.1%

MEMORIAL LIBRARY FUND

EXPENDITURES

Non-Operating

6901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6901-601.90-05	Operating Transfer Out	1,750,000	1,750,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
291-9901-591.90-05	Operating Transfer Out	0	300,000	0	0	0	0	N/A
	Non-Operating	1,750,000	2,050,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
	Total Non-Operating	1,750,000	2,050,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
	Total Memorial Library Fund	14,903,964	15,611,044	15,587,904	16,349,856	14,910,239	(3,127,093)	(8.8%)

LIBRARY CAPITAL PROJECTS FUND

491

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
BEGINNING FUND BALANCE	\$2,994,647	\$4,183,278	\$4,673,543	\$4,673,543	\$5,490,854	\$817,311	17.5%
Revenues							
Interest Income	17,051	48,357	15,000	15,000	15,000	0	0.0%
Total Revenues	\$17,051	\$48,357	\$15,000	\$15,000	\$15,000	\$0	0.0%
Expenditures							
Capital Items	578,420	1,308,092	947,689	1,037,300	157,090	(880,210)	(84.9%)
Total Expenditures	\$578,420	\$1,308,092	\$947,689	\$1,037,300	\$157,090	(\$880,210)	(84.9%)
Revenues over (under) Expenditures	(\$561,369)	(\$1,259,735)	(\$932,689)	(\$1,022,300)	(\$142,090)	\$880,210	(86.1%)
Interfund Transfers In	1,750,000	1,750,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
ENDING FUND BALANCE	\$4,183,278	\$4,673,543	\$5,490,854	\$5,401,243	\$5,348,764	(\$52,479)	(1.0%)

LIBRARY CAPITAL PROJECTS FUND

REVENUES

Account No.	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-0000-461.02-00	Interest on Investments	11,908	36,465	15,000	15,000	15,000	0	0.0%
491-0000-462.10-00	Market Value Adjustments	5,143	11,892	0	0	0	0	N/A
		<u>17,051</u>	<u>48,357</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>	<u>0.0%</u>
491-0000-491-05-00	Operating Transfer In	1,750,000	1,750,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
	Other Financing Sources	1,750,000	1,750,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
		<u>1,750,000</u>	<u>1,750,000</u>	<u>1,750,000</u>	<u>1,750,000</u>	<u>0</u>	<u>(1,750,000)</u>	<u>(100.0%)</u>
	Total Library Capital Projects Fund	<u>1,767,051</u>	<u>1,798,357</u>	<u>1,765,000</u>	<u>1,765,000</u>	<u>15,000</u>	<u>(1,750,000)</u>	<u>(99.2%)</u>

LIBRARY CAPITAL PROJECTS FUND

EXPENDITURES

Administration

6001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-6001-601.50-15	Other Equipment	0	0	0	0	57,000	57,000	N/A
491-6001-601.50-55	Other Capital Outlay	105,456	0	0	0	0	0	N/A
	Capital Outlay	105,456	0	0	0	57,000	57,000	N/A
	Total Administration	105,456	0	0	0	57,000	57,000	N/A

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-6004-601.50-55	Other Capital Outlay	0	10,000	0	0	0	0	N/A
	Capital Outlay	0	10,000	0	0	0	0	N/A
	Total Paid by Gifts and Grants	0	10,000	0	0	0	0	N/A

Information Technology

6010

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-6010-601.50-12	Computer Equipment	0	25,288	86,829	92,000	0	(92,000)	(100.0%)
491-6010-601.50-15	Other Equipment	12,595	0	0	0	12,800	12,800	N/A
	Capital Outlay	12,595	25,288	86,829	92,000	12,800	(79,200)	(86.1%)
	Total Information Technology	12,595	25,288	86,829	92,000	12,800	(79,200)	(86.1%)

Facilities

6020

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-6020-601.50-15	Other Equipment	359,843	60,092	13,663	160,300	31,000	(129,300)	(80.7%)
491-6020-601.50-55	Other Capital Outlay	100,526	1,212,712	847,197	785,000	56,290	(728,710)	(92.8%)
	Capital Outlay	460,369	1,272,804	860,860	945,300	87,290	(858,010)	(90.8%)
	Total Facilities	460,369	1,272,804	860,860	945,300	87,290	(858,010)	(90.8%)
	Total Library Capital Projects Fund	578,420	1,308,092	947,689	1,037,300	157,090	(880,210)	(84.9%)