

ARLINGTON HEIGHTS MEMORIAL LIBRARY

OPERATING BUDGET FOR THE FISCAL YEAR 2021 BEGINNING JANUARY 1, 2021

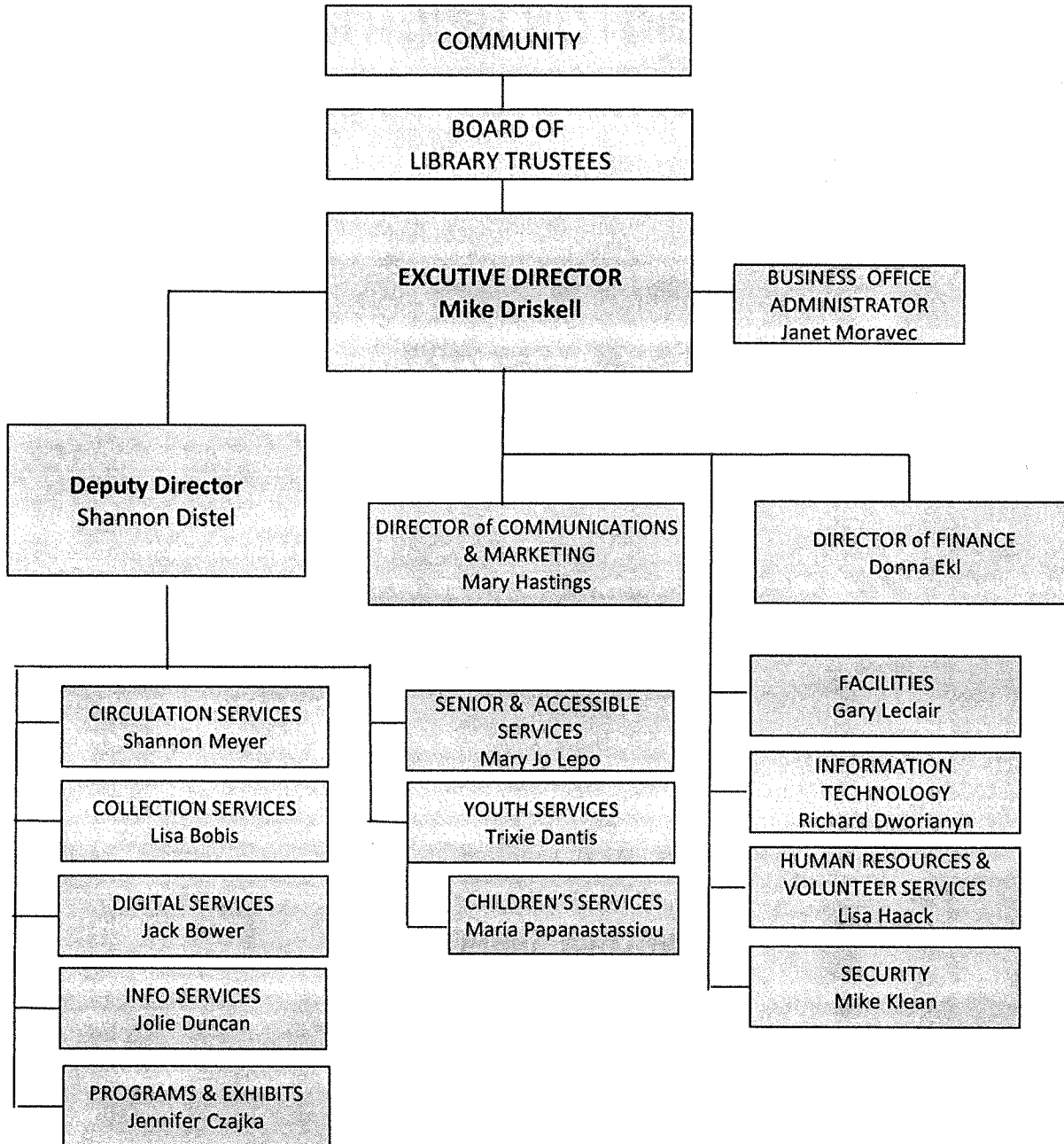
BOARD OF LIBRARY TRUSTEES

Greg Zyck
Carole Medal
John Supplitt
Andi Ruhl
Debbie Smart
Christine Tangney

EXECUTIVE DIRECTOR

Mike Driskell

LIBRARY ▶



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, 2019, the library received 96.4% of its total revenue from property taxes.

LIBRARY GOVERNANCE AND STAFF

- The library is governed by an elected Board of Library Trustees consisting of seven members; standard elect unremunerated terms is six six-years. There is currently one vacant position and trustees are Carole Medal, Andi Ruhl, Debbie Smart, John Supplitt, Christine Tangney, and Greg Zyck.
- The Board of Library Trustees regularly meets on the third Tuesday of each month; all meetings are open to the public. There are currently 28 staff members with Master of Library and Information Science degrees and an additional eight staff members are signed up for tuition reimbursement, enrolled in MLS/MLIS programs. As of January 1, 2020, the total full-time equivalent (FTE) of employees was 158.4.

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.

MEMORIAL LIBRARY FUND

(Continued)

LIBRARY FACILITY

- During Phase 4 of the COVID pandemic, library hours are 9 a.m.-8 p.m. Monday – Friday, 9 a.m.- 5 p.m. Saturdays, and 11 a.m.-5 p.m. Sundays. Typically, 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.
- The service point at the Arlington Heights Senior Center, located at 1801 West Central Road, Arlington Heights, is open 44.5 hours per week.
- The future makerspace service point is located at 112 N. Belmont Avenue. When renovations are complete, this facility will be opened 40 hours per week.
- Outside of the COVID pandemic, an average of 2,778 people visit the library each day. During *Restore Illinois Phase 4*, an average of 540 people visit the library each day.
- Typically, the library issues 575 new library cards per month. The library issued an average of 331 new library cards per month from January through August 2020.
- 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. The current library building is 132,000 square feet.
- A second renovation of the first and second floors was completed in the spring of 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, quiet areas, 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, the Richard Frisbee board room, the Hendrickson room (with a maximum capacity of 200) available for library programs, meetings, and for use by eligible community groups, the Literacy/ESL (English as a Second Language) office, administrative offices and a staff room.
- The lower level of the building includes parking, a Friends of the Library book sorting and storage area, a book drop, a Friends of the Library donation drop box, a drive-up window and maintenance areas, including heating and ventilating equipment.

LIBRARY COLLECTION AND EQUIPMENT

- The library's physical collection has 305,928 items as of August 2020. This includes books, magazines, equipment, games, toys and audiovisual items. The library has 789,439 virtual titles 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, 2019, was 1,917,129 items.

MEMORIAL LIBRARY FUND

(Continued)

- Other equipment, in the Library of Things Collection, for checkout includes:
 - **Arts and Crafts:** button maker, sewing machine, shape cutters (holiday, nature, animals, basic, large alphabet,), metal stamp kit, serge machine, yarn ball winder, Kumihimo kit, embroidery machine, knitting looms, scissors sharpener, craft mat kit, laminator, envelope punch kit, knitting kit, engraving kit, crochet kit, heat press
 - **Assistive Devices:** print magnifier, text reader pen, electronic magnifier, personal hearing amplifier, currency reader, car accessibility kit, low vision game kit, ScripTalk station, caregiver pager, and noise cancelling headphones
 - **Audio:** portable voice recorder, lavalier microphone, portable audio recorder, audio recording kit, interview kit, microphone stand, Video mic pro, Theremin, USB microphone, USB midi controller, portable pa system, guitar pedals, Bluetooth selfie stick, and a drum machine
 - **Cameras and Accessories:** tripod, Bloggie, Power-Shot, GoPro, GoPro head mount, GoPro handlebar mount, green/blue screen, camcorder, DSLR camera, slider, GoPro mini tripod, tripod adapter, GoPro dog harness, GoPro mic stand mount, GoPro wrist strap, Bluetooth selfie stick
 - **Entertainment:** Roku projector, record player, portable Blu-ray player, joy-con steering wheels, switch pro controller, dual-shock 4 controller, X-box controller, Bluetooth speaker, super Nintendo Classic, Nintendo Classic mini, cord cutting kit, Nintendo Switch console, apple TV, google Chromecast, record player, Roli light-pad block, Ring Fit Adventure
 - **Technology:** kill-a-watt meter, external hard drive, iPads, flash drives, car scanner, telescope, science kits Theremin, weather, programming, tablets
 - **Games:** board games, etc.
 - **Home:** meter reader, car scanner, laser level, stud finder, thermal leak detector, knife sharpener, label maker, metal detector, light-keeper pro, engraver, fabric shaver, air quality monitor, microwave leakage meter, drill, laser measure, water quality tester, radon detector, staple gun, light bulb changer, hot glue gun, scissors sharpener, moisture meter, fabric steamer, inspection camera, heat tool, 3-hole punch
 - **Musical Instruments:** ukulele, percussion set, meditation kit, Theremin, acoustic guitar, midi controller, guitar pedals, drum machine, violin, glockenspiel, banjo, steel drum, mandolin
 - **Odds and Ends:** flash drive, umbrella, keyboard, snowbrush, bike lock, dog agility kit, puzzles, shoe stretcher, binoculars
 - **Kids:** coding, toys, technology, science, robotics, arts & crafts, learning, math, music, puzzles
- 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 at the main library.
- Photocopiers, a color copier, scanner, fax machines and microform reader/printers are available.
- An Optelec machine for the visually impaired, a TTY for communication for people with hearing impairments, three public computers with magnification software, walkers, and motorized scooters.

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
- 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.

MEMORIAL LIBRARY FUND

(Continued)

- In 2019, 3,488 programs and events for children, teens and adults including storytimes, lectures, book discussions, concerts and large-scale exhibits with a total attendance of 205,301.
- The 2019 summer reading program saw 3,335 children, 1,527 teens, 494 adults, and 54 staff members participating in summer leisure and skill-building reading. 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 243 active adult students. The library held 422 ESL sessions in 2019, with an average of 11 people per session. The library is also a community partner for Read to Learn, an adult literacy/volunteer program through District 214 Community Education.
- A Reference Question is a request for information or referral by a library patron in contact with a library staff member who facilitates answering the patron's inquiry by using information sources. In 2019, 195,503 reference questions were answered.
- 314 technology sessions were offered in 2019.
- Fourteen conference rooms offering opportunities for gathering, learning, contemplating, creating and finding inspiration averaging 1,713 uses per month.
- In 2019, One Book, One Village, the library's sixth community reading initiative featured, *The Feather Thief*, by Kirk Wallace Johnson. Circulation for the book was 2,162. 903 people attended related programs and book discussions during the 12-week program. 340 people met the author. The 2020 One Book, One village book has been chosen, *The Secrets We Kept*, by Lara Prescott.
- The future library makerspace is slated to open soon. This 8,000 square foot facility will allow patrons to create, explore, tinker, and collaborate with resources on hand, including 3D printers, electronic cutting machines, a laser cutter, a commercial kitchen, sewing machines, and more.

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 29 stops throughout the community and outreach services to apartment complexes, health care sites, senior independent living complexes, adult education centers, schools and to residents of the Backstretch at Arlington Park
- Home delivery of material for residents who are permanently or temporarily homebound

MEMORIAL LIBRARY FUND

(Continued)

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 28 years, the library partners with schools to present a district-wide show of student artwork at the library. 2019's opening night drew in crowds from nine different schools with village and library officials greeting families and educators. It featured a performance from the South Middle School Jazz Ensemble.

MEMORIAL LIBRARY FUND

(Continued)

Fund Summary

	2018 Actual	2019 Actual	2020 Est. Actual	2020 Budget	2021 Budget	\$ Change	% Change
BEGINNING FUND BALANCE	\$8,649,362	\$7,396,039	\$7,992,881	\$7,992,881	\$8,247,388	\$254,507	3.2%
Revenues							
Taxes	\$13,782,978	\$13,927,291	\$14,219,616	\$14,391,649	\$14,852,098	\$460,449	3.2%
Intergovernmental	121,099	95,987	93,876	61,062	61,063	1	0.0%
Fees	49,658	52,900	23,479	51,509	53,000	1,491	2.9%
Fines	131,725	107,550	53,034	116,959	20,922	(96,037)	(82.1%)
Interest Income	148,667	125,204	10,000	90,395	9,000	(81,395)	(90.0%)
Other	101,652	112,873	130,000	175,000	45,000	(130,000)	(74.3%)
Total Revenues	\$14,335,779	\$14,421,805	\$14,530,005	\$14,886,574	\$15,041,083	\$154,509	1.0%
Expenditures							
Personal Services	\$10,079,277	\$10,189,335	\$10,466,458	\$11,395,205	\$11,115,272	(\$279,933)	(2.5%)
Contractual Services	1,597,685	1,460,728	1,380,272	1,764,894	1,673,336	(91,558)	(5.2%)
Commodities	2,008,464	2,071,837	2,198,487	2,349,785	2,330,279	(19,506)	(0.8%)
Other Charges	18,483	34,192	49,350	49,350	49,350	0	0.0%
Property	135,193	68,871	180,931	222,920	94,790	(128,130)	(57.5%)
Total Expenditures	\$13,839,102	\$13,824,963	\$14,275,498	\$15,782,154	\$15,263,027	(\$519,127)	(3.3%)
Revenues over (under) Expenditures	\$496,677	\$596,842	\$254,507	(\$895,580)	(\$221,944)	\$673,636	(75.2%)
Interfund Transfers Out	(1,750,000)	0	0	0	0	0	NA
ENDING FUND BALANCE	\$7,396,039	\$7,992,881	\$8,247,388	\$7,097,301	\$8,025,444	\$928,143	13.1%

MEMORIAL LIBRARY FUND

REVENUES

Account No.	Account Description	Actual 2018	Actual 2019	Proj Actual 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-0000-401.03-00	Real Estate Tax IMRF	896,225	782,009	1,032,932	1,054,012	929,760	(124,252)	(11.8%)
291-0000-401.04-00	Real Estate Tax FICA	582,197	484,338	632,482	645,390	617,155	(28,235)	(4.4%)
291-0000-401.05-00	Real Estate Tax	12,304,556	12,660,944	12,438,402	12,692,247	12,988,650	296,403	2.3%
	Real Estate Taxes	13,782,978	13,927,291	14,103,816	14,391,649	14,535,565	143,916	1.0%
291-0000-403.25-00	Replacement Tax	0	0	115,800	0	316,533	316,533	N/A
	Intergovernmental Taxes	0	0	115,800	0	316,533	460,449	N/A
291-0000-411.65-00	Per Capita Grant & Gifts	93,877	93,876	93,876	60,000	61,063	1,063	1.8%
291-0000-411.70-00	Other Grants	10,000	0	0	500	0	(500)	(100.0%)
291-0000-411.90-00	Contribution Ord. Library	17,222	2,111	0	562	0	(562)	(100.0%)
	Intergovernmental	121,099	95,987	93,876	61,062	61,063	1	0.0%
291-0000-436.72-00	Non Resident Fees	880	2,206	1,250	2,500	2,500	0	0.0%
291-0000-436.74-00	Copier/Reader Printer Fees	43,828	46,794	20,729	46,009	47,500	1,491	3.2%
291-0000-436.75-00	Meeting Room Fees	4,950	3,900	1,500	3,000	3,000	0	0.0%
	Library Fees	49,658	52,900	23,479	51,509	53,000	1,491	2.9%
291-0000-442.20-00	Late Charges	114,779	91,676	36,034	99,959	0	(99,959)	(100.0%)
291-0000-442.25-00	Lost Item Charges	16,946	15,874	17,000	17,000	20,922	3,922	23.1%
	Library Fines	131,725	107,550	53,034	116,959	20,922	(96,037)	(82.1%)
291-0000-461.02-00	Interest on Investments	107,263	101,804	10,000	80,395	9,000	(71,395)	(88.8%)
291-0000-462.10-00	Market Value Adjustments	41,404	23,400	0	10,000	0	(10,000)	(100.0%)
	Interest Income	148,667	125,204	10,000	90,395	9,000	(81,395)	(90.0%)
291-0000-481.55-00	Special Events Sponsors	10,000	0	0	50,000	0	(50,000)	(100.0%)
291-0000-483.70-00	Donations - Library	5,288	7,400	50,000	15,000	15,000	0	0.0%
291-0000-489.90-00	Other Income	23,875	20,445	5,000	5,000	5,000	0	0.0%
291-0000-489.94-00	FOL Reimbursements	62,489	85,028	75,000	105,000	25,000	(80,000)	(76.2%)
	Other	101,652	112,873	130,000	175,000	45,000	(130,000)	(74.3%)
	Total Memorial Library Fund	14,335,779	14,421,805	14,530,005	14,886,574	15,041,083	(162,024)	1.0%

MEMORIAL LIBRARY FUND

EXPENDITURES

Administration

6001

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6001-601.16-85	Salaries	325,758	339,509	346,373	352,726	350,214	(2,512)	(0.7%)
291-6001-601.16-92	Achievement Awards	3,000	2,000	1,000	4,000	4,000	0	0.0%
291-6001-601.18-05	Overtime Civilian	1,175	1,599	1,973	1,000	1,000	0	0.0%
	Salaries	329,933	343,108	349,346	357,726	355,214	(2,512)	(0.7%)
291-6001-601.19-05	Medical Insurance	65,963	57,043	93,182	93,182	36,977	(56,205)	(60.3%)
291-6001-601.19-10	IMRF	42,181	34,638	44,031	45,217	44,544	(673)	(1.5%)
291-6001-601.19-11	Social Security	19,621	20,716	21,238	22,179	22,023	(156)	(0.7%)
291-6001-601.19-12	Medicare	4,589	4,845	4,967	5,187	5,151	(36)	(0.7%)
291-6001-601.19-53	Flexible Spending	2,025	2,006	2,329	1,610	2,329	719	44.7%
291-6001-601.19-55	Unemployment Compensation	17,542	4,628	3,216	6,432	6,432	0	0.0%
	Fringe Benefits	151,921	123,876	168,963	173,807	117,456	(56,351)	(32.4%)
291-6001-601.20-05	Professional Services	26,799	0	6,450	10,500	8,500	(2,000)	(19.0%)
291-6001-601.20-08	Consulting Services Library	25,554	0	1,000	2,000	12,000	10,000	500.0%
291-6001-601.20-20	Legal Services	28,935	22,952	22,000	16,000	16,000	0	0.0%
291-6001-601.20-40	General Insurance	102,350	107,028	122,000	127,700	178,780	51,080	40.0%
291-6001-601.20-81	OCLC Services	60,121	61,271	0	0	0	0	N/A
291-6001-601.21-65	Other Services	12,082	11,442	3,000	3,000	3,000	0	0.0%
291-6001-601.22-01	Advertising	255	135	600	600	600	0	0.0%
291-6001-601.22-02	Dues	16,520	4,722	2,426	6,675	6,675	0	0.0%
291-6001-601.22-03	Training	135,398	77,282	79,865	123,722	95,508	(28,214)	(22.8%)
291-6001-601.22-05	Postage	43,838	40,534	32,945	50,945	40,045	(10,900)	(21.4%)
291-6001-601.22-42	Internet Access	28,643	28,528	0	0	0	0	N/A
291-6001-601.22-70	Telephone Services	75,375	93,529	86,569	86,569	0	(86,569)	(100.0%)
	Contractual Services	555,870	447,423	356,855	427,711	361,108	(66,603)	(15.6%)
291-6001-601.30-05	Office Supplies & Equipment	6,467	5,674	5,016	8,858	10,105	1,247	14.1%
291-6001-601.31-85	Small Tools & Equipment	893	1,050	3,000	2,500	2,500	0	0.0%
291-6001-601.32-02	Program Events	0	0	0	1,200	0	(1,200)	(100.0%)
291-6001-601.32-72	Special Events	864	915	0	850	850	0	0.0%
291-6001-601.32-99	Items Reimbursed by Employees	705	(42)	0	0	0	0	N/A
	Commodities	8,929	7,597	8,016	13,408	13,455	47	0.4%
291-6001-601.40-96	Operating Contingency	0	0	5,000	5,000	5,000	0	0.0%
	Other Charges	0	0	5,000	5,000	5,000	0	0.0%
291-6001-601.50-15	Other Equipment	36,478	31,992	10,352	26,800	25,000	(1,800)	(6.7%)
	Property	36,478	31,992	10,352	26,800	25,000	(1,800)	(6.7%)
	Total Administration	1,083,131	953,996	898,532	1,004,452	877,233	(127,219)	(12.7%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Communications & Marketing

6002

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6002-601.16-85	Salaries	319,210	384,696	411,151	410,027	420,651	10,624	2.6%
291-6002-601.18-05	Overtime Civilian	2,186	120	1,421	100	100	0	0.0%
	Salaries	321,396	384,816	412,572	410,127	420,751	10,624	2.6%
291-6002-601.19-05	Medical Insurance	40,441	79,184	66,675	66,675	80,176	13,501	20.2%
291-6002-601.19-10	IMRF	41,568	39,098	52,149	51,840	52,762	922	1.8%
291-6002-601.19-11	Social Security	19,536	23,252	24,920	25,428	26,087	659	2.6%
291-6002-601.19-12	Medicare	4,569	5,438	5,828	5,947	6,101	154	2.6%
	Fringe Benefits	106,114	146,972	149,572	149,890	165,126	15,236	10.2%
291-6002-601.20-05	Professional Services	8,891	3,257	3,500	5,500	4,000	(1,500)	(27.3%)
291-6002-601.21-02	Equipment Maintenance	1,020	1,760	1,320	1,710	1,710	0	0.0%
291-6002-601.21-65	Other Services	8,779	6,604	11,800	17,389	16,700	(689)	(4.0%)
291-6002-601.22-02	Dues	858	628	270	786	270	(516)	(65.6%)
291-6002-601.22-03	Training	0	53	0	50	50	0	0.0%
291-6002-601.22-10	Printing	155,860	186,767	150,000	184,754	171,583	(13,171)	(7.1%)
	Contractual Services	175,408	199,069	166,890	210,189	194,313	(15,876)	(7.6%)
291-6002-601.30-05	Office Supplies & Equipment	12,617	17,738	16,748	15,579	15,579	0	0.0%
291-6002-601.31-85	Small Tools & Equipment	7,235	5,111	7,564	6,000	6,000	0	0.0%
291-6002-601.32-01	Program Supplies	986	0	0	700	0	(700)	(100.0%)
291-6002-601.32-72	Special Events	7,947	4,435	3,608	16,073	16,073	0	0.0%
	Commodities	28,785	27,284	27,920	38,352	37,652	(700)	(1.8%)
	Total Communications & Marketing	631,703	758,141	756,954	808,558	817,842	9,284	1.1%

MEMORIAL LIBRARY FUND

EXPENDITURES

Human Resources

6003

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6003-601.16-85	Salaries	189,151	165,451	169,285	167,952	171,895	3,943	2.3%
291-6003-601.18-05	Overtime Civilian	3,106	725	80	300	300	0	0.0%
	Salaries	192,257	166,176	169,365	168,252	172,195	3,943	2.3%
291-6003-601.19-05	Medical Insurance	36,453	47,485	46,257	46,257	46,555	298	0.6%
291-6003-601.19-10	IMRF	30,318	16,501	21,408	21,267	21,593	326	1.5%
291-6003-601.19-11	Social Security	11,475	9,515	9,685	10,432	10,676	244	2.3%
291-6003-601.19-12	Medicare	2,683	2,225	2,265	2,440	2,497	57	2.3%
291-6003-601.19-50	Employee Asst. Program	5,577	5,820	5,836	6,000	6,000	0	0.0%
	Fringe Benefits	86,506	81,546	85,451	86,396	87,321	925	1.1%
291-6003-601.21-65	Other Services	10,589	9,614	3,856	9,900	9,800	(100)	(1.0%)
291-6003-601.22-01	Advertising	2,910	245	190	1,300	1,300	0	0.0%
291-6003-601.22-02	Dues	2,509	2,659	3,200	3,200	3,300	100	3.1%
291-6003-601.22-03	Training	1,362	1,224	900	1,300	1,300	0	0.0%
291-6003-601.22-55	In Service Training	6,678	7,898	7,312	10,020	10,000	(20)	(0.2%)
	Contractual Services	24,048	21,640	15,458	25,720	25,700	(20)	(0.1%)
291-6003-601.32-01	Program Supplies	0	0	57	400	400	0	0.0%
	Commodities	0	0	57	400	400	0	0.0%
291-6003-601.40-62	Tuition Reimbursement	15,516	20,123	25,000	25,000	25,000	0	0.0%
291-6003-601.40-70	Employee Recognition Program	2,967	14,069	19,350	19,350	19,350	0	0.0%
	Other Charges	18,483	34,192	44,350	44,350	44,350	0	0.0%
	Total Human Resources	321,294	303,554	314,681	325,118	329,966	4,848	1.5%

MEMORIAL LIBRARY FUND

EXPENDITURES

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6004-601.20-05	Professional Services	6,276	798	219	0	0	0	N/A
291-6004-601.21-65	Other Services	6,862	10,197	3,500	5,000	2,000	(3,000)	(60.0%)
291-6004-601.22-02	Dues	0	0	500	0	0	0	
291-6004-601.22-10	Printing	0	343	403	0	0	0	N/A
291-6004-601.22-18	Other Services - Programs/Exhib	53,502	35,347	25,786	25,000	20,000	(5,000)	(20.0%)
	Contractual Services	66,640	46,685	30,408	30,000	22,000	(8,000)	(26.7%)
291-6004-601.31-85	Small Tools and Equipment	0	0	494	2,000	2,000	0	0.0%
291-6004-601.32-01	Program Supplies	1,264	343	2,000	2,500	2,500	0	0.0%
291-6004-601.32-02	Program Events	2,013	7,972	2,000	2,500	2,500	0	0.0%
291-6004-601.32-32	Software	0	0	250	500	500	0	0.0%
291-6004-601.32-72	Special Events	17,162	19,122	3,760	10,000	5,000	(5,000)	(50.0%)
291-6004-601.32-75	Audio Visual	0	740	250	500	500	0	0.0%
291-6004-601.32-78	Electronic Resources	0	0	750	1,500	1,500	0	0.0%
291-6004-601.32-80	Books	1,547	605	235	5,000	5,000	0	0.0%
291-6004-601.32-90	Circulation Supplies	0	890	0	0	0	0	N/A
	Commodities	21,986	29,672	9,739	24,500	19,500	(5,000)	(20.4%)
291-6004-601.50-15	Other Equipment	1,480	2,624	67,750	67,750	2,500	(65,250)	(96.3%)
291-6004-600.50.55	Other Capital Outlay	2,281	0	200	200	2,500	2,300	1150.0%
	Property	3,761	2,624	67,950	67,950	5,000	(62,950)	(92.6%)
	Total Paid by Gifts and Grants	92,387	78,981	108,097	122,450	46,500	(75,950)	(62.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Finance

6008

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6008-601.16-85	Salaries	229,203	225,474	224,523	226,147	229,214	3,067	1.4%
291-6008-601.18-05	Overtime Civilian	140	13	28	300	100	(200)	(66.7%)
	Salaries	229,343	225,487	224,551	226,447	229,314	2,867	1.3%
291-6008-601.19-05	Medical Insurance	35,733	77,885	66,082	66,082	65,664	(418)	(0.6%)
291-6008-601.19-10	IMRF	29,663	22,874	28,387	28,623	28,756	133	0.5%
291-6008-601.19-11	Social Security	13,591	13,229	13,226	14,040	14,217	177	1.3%
291-6008-601.19-12	Medicare	3,178	3,094	3,093	3,283	3,325	42	1.3%
	Fringe Benefits	82,165	117,082	110,788	112,028	111,962	(66)	(0.1%)
291-6008-601.20-05	Professional Services	5,400	5,400	6,800	5,700	7,875	2,175	38.2%
291-6008-601.21-36	Equipment Rental	1,148	1,376	1,000	1,326	1,326	0	0.0%
291-6008-601.21-65	Other Services	681	0	5,800	6,189	6,189	0	0.0%
291-6008-601.22-02	Dues	680	100	800	825	825	0	0.0%
291-6008-601.22-03	Training	0	1,154	252	1,200	1,200	0	0.0%
291-6008-601.22-25	IT Service Charge	24,400	25,100	25,900	26,355	129,267	102,912	390.5%
	Contractual Services	32,309	33,130	40,552	41,595	146,682	105,087	252.6%
	Total Finance	343,817	375,699	375,891	380,070	487,958	107,888	28.4%

MEMORIAL LIBRARY FUND

EXPENDITURES

Information Technology

6010

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6010-601.16-85	Salaries	647,372	683,473	644,115	695,135	632,483	(62,652)	(9.0%)
291-6010-601.18-05	Overtime Civilian Salaries	756	234	234	250	250	0	0.0%
		648,128	683,707	644,349	695,385	632,733	(62,652)	(9.0%)
291-6010-601.19-05	Medical Insurance	138,944	139,502	148,311	148,311	146,844	(1,467)	(1.0%)
291-6010-601.19-10	IMRF	80,396	66,409	77,903	87,897	79,345	(8,552)	(9.7%)
291-6010-601.19-11	Social Security	38,895	41,097	38,475	43,114	39,229	(3,885)	(9.0%)
291-6010-601.19-12	Medicare	9,097	9,611	8,998	10,083	9,175	(908)	(9.0%)
	Fringe Benefits	267,332	256,619	273,687	289,405	274,593	(14,812)	(5.1%)
291-6010-601.20-05	Professional Services	10,362	7,662	6,290	7,022	7,022	0	0.0%
291-6010-601.20-08	Consulting Services Library	14,992	0	4,545	4,545	4,545	0	0.0%
291-6010-601.21-02	Equipment Maintenance	163,180	158,972	147,898	161,423	169,375	7,952	4.9%
291-6010-601.22-03	Travel & Training	1,100	232	450	6,450	6,450	0	0.0%
291-6010-601.22-42	Internet Access	0	0	25,513	41,846	41,846	0	0.0%
	Contractual Services	189,634	166,866	184,696	221,286	229,238	7,952	3.6%
291-6010-601.30-05	Office Supplies & Equipment	103	339	1,005	375	375	0	0.0%
291-6010-601.30-30	Data System Supplies	34,170	26,133	25,204	25,204	25,204	0	0.0%
291-6010-601.30-32	Software Library	124,891	120,957	154,421	161,602	160,102	(1,500)	(0.9%)
291-6010-601.30-33	Documentation Library	0	0	100	100	100	0	0.0%
291-6010-601.31-85	Small Tools and Equipment	17,652	8,022	11,456	15,556	13,226	(2,330)	(15.0%)
291-6010-601.32-05	Processing Supplies	764	12	100	300	300	0	0.0%
291-6010-601.32-32	Software	6,502	7,787	10,484	13,387	10,887	(2,500)	(18.7%)
	Commodities	184,082	163,250	202,770	216,524	210,194	(6,330)	(2.9%)
291-6010-601.50-12	Computer Equipment	65,605	27,796	37,649	34,140	34,790	650	1.9%
291-6010-601.50-15	Other Equipment	10,782	144	0	0	0	0	N/A
	Property	76,387	27,940	37,649	34,140	34,790	650	1.9%
	Total Information Technology	1,365,563	1,298,382	1,343,151	1,456,740	1,381,548	(75,192)	(5.2%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Security

6015

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6015-601.16-85	Salaries	254,460	271,051	266,820	268,106	260,077	(8,029)	(3.0%)
291-6015-601.18-05	Overtime Civilian	3,401	2,196	1,743	2,000	2,000	0	0.0%
	Salaries	257,861	273,247	268,563	270,106	262,077	(8,029)	(3.0%)
291-6015-601.19-05	Medical Insurance	57,040	60,433	80,031	80,031	80,152	121	0.2%
291-6015-601.19-10	IMRF	29,494	24,671	30,686	34,141	28,946	(5,195)	(15.2%)
291-6015-601.19-11	Social Security	15,428	16,048	15,707	16,747	16,249	(498)	(3.0%)
291-6015-601.19-12	Medicare	3,608	3,753	3,674	3,917	3,800	(117)	(3.0%)
	Fringe Benefits	105,570	104,905	130,098	134,836	129,147	(5,689)	(4.2%)
291-6015-601.22-03	Training	138	855	200	500	500	0	0.0%
	Contractual Services	138	855	200	500	500	0	0.0%
291-6015-601.30-05	Office Supplies & Equipment	76	31	200	435	435	0	0.0%
	Commodities	76	31	200	435	435	0	0.0%
	Total Security	363,645	379,038	399,061	405,877	392,159	(13,718)	(3.4%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Facilities

6020

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6020-601.16-85	Salaries	389,506	386,776	382,095	393,062	398,347	5,285	1.3%
291-6020-601.18-05	Overtime Civilian	3,848	4,477	2,494	4,500	4,500	0	0.0%
	Salaries	393,354	391,253	384,589	397,562	402,847	5,285	1.3%
291-6020-601.19-05	Medical Insurance	99,816	100,970	106,784	106,784	106,826	42	0.0%
291-6020-601.19-10	IMRF	46,657	35,926	44,657	50,252	43,676	(6,576)	(13.1%)
291-6020-601.19-11	Social Security	22,865	22,919	22,420	24,649	24,977	328	1.3%
291-6020-601.19-12	Medicare	5,348	5,360	5,243	5,764	5,841	77	1.3%
	Fringe Benefits	174,686	165,175	179,104	187,449	181,320	(6,129)	(3.3%)
291-6020-601.21-02	Equipment Maintenance	61,214	27,973	48,799	49,956	39,456	(10,500)	(21.0%)
291-6020-601.21-07	Vehicle Maintenance	5,251	7,657	8,694	10,821	9,121	(1,700)	(15.7%)
291-6020-601.21-11	Building Maintenance	204,013	263,520	240,124	271,857	211,802	(60,055)	(22.1%)
291-6020-601.21-36	Equipment Rental	692	870	1,000	1,000	1,000	0	0.0%
291-6020-601.21-60	Water and Sewer Service	18,830	19,310	8,500	16,472	16,472	0	0.0%
291-6020-601.22-03	Travel & Training	320	0	432	432	432	0	0.0%
	Contractual Services	290,320	319,330	307,549	350,538	278,283	(72,255)	(20.6%)
291-6020-601.30-50	Petroleum Products	3,761	4,043	2,500	10,000	10,000	0	0.0%
291-6020-601.30-51	Heating Fuel	48,272	45,734	51,000	62,537	62,537	0	0.0%
291-6020-601.31-45	Janitorial Supplies	24,839	25,287	23,000	23,387	23,387	0	0.0%
	Commodities	76,872	75,064	76,500	95,924	95,924	0	0.0%
291-6020-601.50-15	Other Equipment	14,955	3,361	10,000	39,050	20,000	(19,050)	(48.8%)
	Property	14,955	3,361	10,000	39,050	20,000	(19,050)	(48.8%)
	Total Facilities	950,187	954,183	957,742	1,070,523	978,374	(92,149)	(8.6%)
	Total Admin Support Services	5,151,727	5,101,974	5,154,108	5,573,788	5,311,580	(262,208)	(4.7%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Youth Services

6401

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6401-601.16-85	Salaries	0	929,016	929,829	961,159	966,557	5,398	0.6%
291-6401-601.18-05	Overtime Civilian	0	0	0	2,000	2,000	0	0.0%
	Salaries	0	929,016	929,829	963,159	968,557	5,398	0.6%
291-6401-601.19-05	Medical Insurance	0	118,861	122,997	122,997	126,637	3,640	3.0%
291-6401-601.19-10	IMRF	0	84,715	109,618	121,743	110,668	(11,075)	(9.1%)
291-6401-601.19-11	Social Security	0	56,805	56,096	59,716	58,919	(797)	(1.3%)
291-6401-601.19-12	Medicare	0	13,285	13,119	13,966	13,780	(186)	(1.3%)
	Fringe Benefits	0	273,666	301,830	318,422	310,004	(8,418)	(2.6%)
291-6401-601.21-02	Equipment Maintenance	0	143	0	0	0	0	N/A
291-6401-601.22-02	Dues	0	3,155	3,466	4,478	4,478	0	0.0%
291-6401-601.22-03	Travel & Training	0	2,163	3,339	3,979	3,979	0	0.0%
291-6401-601.22-18	Contracted Programs & Exhibits	0	0	9,500	18,980	18,980	0	0.0%
	Contractual Services	0	5,461	16,305	27,437	27,437	0	0.0%
291-6401-601.30-05	Office Supplies & Equipment	0	1,732	1,200	2,438	2,438	0	0.0%
291-6401-601.32-01	Program Supplies	0	10,201	10,000	10,948	10,948	0	0.0%
291-6401-601.32-02	Program Events	0	20,106	25,800	38,950	33,930	(5,020)	(12.9%)
291-6401-601.32-90	Circulation Supplies	0	4,004	4,000	4,477	4,477	0	0.0%
	Commodities	0	36,043	41,000	56,813	51,793	(5,020)	(8.8%)
	Total Youth Services	0	1,244,186	1,288,964	1,365,831	1,357,791	(8,040)	(0.6%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Specialty Info Services

6405

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6405-601.16-85	Salaries	940,193	428,756	19,385	0	0	0	N/A
291-6405-601.18-05	Overtime Civilian	0	60	0	0	0	0	N/A
	Salaries	940,193	428,816	19,385	0	0	0	N/A
291-6405-601.19-05	Medical Insurance	125,224	99,536	0	0	0	0	N/A
291-6405-601.19-10	IMRF	119,799	42,939	1,885	0	0	0	N/A
291-6405-601.19-11	Social Security	56,445	25,173	874	0	0	0	N/A
291-6405-601.19-12	Medicare	13,201	5,887	204	0	0	0	N/A
	Fringe Benefits	314,669	173,535	2,963	0	0	0	N/A
291-6405-601.21-65	Other Services	1,852	0	0	0	0	0	N/A
291-6405-601.22-02	Dues	4,018	1,396	0	0	0	0	N/A
291-6405-601.22-03	Travel & Training	2,749	1,781	0	0	0	0	N/A
291-6405-601.22-18	Contracted Programs & Exhibits	4,410	4,710	0	0	0	0	N/A
	Contractual Services	13,029	7,887	0	0	0	0	N/A
291-6405-601.30-05	Office Supplies & Equipment	232	1,796	0	0	0	0	N/A
291-6405-601.32-01	Program Supplies	2,502	1,112	0	0	0	0	N/A
291-6405-601.32-02	Program Events	279	324	0	0	0	0	N/A
291-6405-601.32-90	Circulation Supplies	919	111	0	0	0	0	N/A
	Commodities	3,932	3,343	0	0	0	0	N/A
	Total Specialty Info Services	1,271,823	613,581	22,348	0	0	0	N/A

MEMORIAL LIBRARY FUND

EXPENDITURES

Info Services

6410

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6410-601.16-85	Salaries	0	798,726	1,029,328	1,108,499	1,113,836	5,337	0.5%
291-6410-601.18-05	Overtime Civilian	0	432	412	1,000	1,000	0	0.0%
	Salaries	0	799,158	1,029,740	1,109,499	1,114,836	5,337	0.5%
291-6410-601.19-05	Medical Insurance	0	89,431	153,347	153,347	153,021	(326)	(0.2%)
291-6410-601.19-10	IMRF	0	64,544	113,079	140,241	115,962	(24,279)	(17.3%)
291-6410-601.19-11	Social Security	0	48,494	62,176	68,789	67,899	(890)	(1.3%)
291-6410-601.19-12	Medicare	0	11,341	14,541	16,088	15,879	(209)	(1.3%)
	Fringe Benefits	0	213,810	343,143	378,465	352,761	(25,704)	(6.8%)
291-6410-601.22-02	Dues	0	420	2,700	2,500	2,900	400	16.0%
291-6410-601.22-03	Travel & Training	0	1,521	2,500	3,300	3,300	0	0.0%
291-6410-601.22-18	Contracted Programs & Exhibits	0	0	3,500	5,760	5,760	0	0.0%
	Contractual Services	0	1,941	8,700	11,560	11,960	400	3.5%
291-6410-601.30-05	Office Supplies & Equipment	0	1,358	1,888	1,888	1,888	0	0.0%
291-6410-601.32-01	Program Supplies	0	345	1,700	1,950	2,750	800	41.0%
291-6410-601.32-90	Circulation Supplies	0	0	1,500	2,095	2,095	0	0.0%
	Commodities	0	1,703	5,088	5,933	6,733	800	13.5%
	Total Info Services	0	1,016,612	1,386,671	1,505,457	1,486,290	(19,167)	(1.3%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Circulation

6420

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6420-601.16-85	Salaries	2,457,889	1,201,969	1,300,967	1,425,818	1,410,112	(15,706)	(1.1%)
291-6420-601.18-05	Overtime Civilian	1,166	95	67	1,000	1,000	0	0.0%
	Salaries	2,459,055	1,202,064	1,301,034	1,426,818	1,411,112	(15,706)	(1.1%)
291-6420-601.19-05	Medical Insurance	252,581	89,524	120,853	120,853	141,472	20,619	17.1%
291-6420-601.19-10	IMRF	254,883	93,242	130,531	180,350	141,120	(39,230)	(21.8%)
291-6420-601.19-11	Social Security	148,952	72,871	79,391	88,462	85,992	(2,470)	(2.8%)
291-6420-601.19-12	Medicare	34,836	17,043	18,567	20,689	20,111	(578)	(2.8%)
	Fringe Benefits	691,252	272,680	349,342	410,354	388,695	(21,659)	(5.3%)
291-6420-601.21-02	Equipment Maintenance	158	0	0	0	0	0	N/A
291-6420-601.21-64	Access Services	10,955	0	0	0	0	0	N/A
291-6420-601.21-65	Other Services	12,108	6,844	3,513	3,513	3,513	0	0.0%
291-6420-601.22-02	Dues	1,713	260	1,441	1,465	1,441	(24)	(1.6%)
291-6420-601.22-03	Travel & Training	2,483	962	2,773	2,773	2,773	0	0.0%
	Contractual Services	27,417	8,066	7,727	7,751	7,727	(24)	(0.3%)
291-6420-601.30-05	Office Supplies & Equipment	4,673	1,213	2,033	2,033	2,033	0	0.0%
291-6420-601.30-07	Supplies Reimbursed by Patron	2,012	1,977	0	0	0	0	N/A
291-6420-601.32-01	Program Supplies	2,020	0	1,000	1,000	1,000	0	0.0%
291-6420-601.32-90	Circulation Supplies	9,253	7,848	8,574	8,574	8,574	0	0.0%
	Commodities	17,958	11,038	11,607	11,607	11,607	0	0.0%
	Total Circulation	3,195,682	1,493,848	1,669,710	1,856,530	1,819,141	(37,389)	(2.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Senior and Accessibility Services (SAS)

6430

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6430-601.16-85	Salaries	0	198,419	219,162	228,551	224,475	(4,076)	(1.8%)
291-6430-601.18-05	Overtime Civilian	0	1	0	0	0	0	N/A
	Salaries	0	198,420	219,162	228,551	224,475	(4,076)	(1.8%)
291-6430-601.19-05	Medical Insurance	0	15,082	11,681	11,681	11,386	(295)	(2.5%)
291-6430-601.19-10	IMRF	0	19,676	26,100	28,344	26,060	(2,284)	(8.1%)
291-6430-601.19-11	Social Security	0	11,788	13,038	14,170	13,691	(479)	(3.4%)
291-6430-601.19-12	Medicare	0	2,757	3,049	3,314	3,202	(112)	(3.4%)
	Fringe Benefits	0	49,303	53,868	57,509	54,339	(3,170)	(5.5%)
291-6430-601.22-02	Dues	0	0	0	518	518	0	0.0%
291-6430-601.22-03	Travel & Training	0	336	1,200	1,230	930	(300)	(24.4%)
291-6430-601.22-18	Contracted Programs & Exhibits	0	0	8,000	9,590	9,590	0	0.0%
	Contractual Services	0	336	9,200	11,338	11,038	(300)	(2.6%)
291-6430-601.30-05	Office Supplies & Equipment	0	291	400	500	500	0	0.0%
291-6430-601.32-01	Program Supplies	0	0	1,700	1,820	1,820	0	0.0%
291-6430-601.32-02	Program Events	0	0	400	600	600	0	0.0%
291-6430-601.32-90	Circulation Supplies	0	933	1,000	1,050	1,050	0	0.0%
	Commodities	0	1,224	3,500	3,970	3,970	0	0.0%
	Total SAS	0	249,283	285,730	301,368	293,822	(7,546)	(2.5%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Programs and Exhibits

6440

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6440-601.16-85	Salaries	396,519	204,918	230,007	264,889	242,139	(22,750)	(8.6%)
291-6440-601.18-05	Overtime Civilian Salaries	192	86	200	200	200	0	0.0%
		396,711	205,004	230,207	265,089	242,339	(22,750)	(8.6%)
291-6440-601.19-05	Medical Insurance	70,356	57,932	59,809	59,809	64,410	4,601	7.7%
291-6440-601.19-10	IMRF	47,854	20,916	29,108	33,507	28,994	(4,513)	(13.5%)
291-6440-601.19-11	Social Security	23,777	12,053	13,526	16,435	14,746	(1,689)	(10.3%)
291-6440-601.19-12	Medicare	5,560	2,819	3,163	3,844	3,449	(395)	(10.3%)
	Fringe Benefits	147,547	93,720	105,606	113,595	111,599	(1,996)	(1.8%)
291-6440-601.22-02	Dues	1,391	1,006	1,145	1,353	1,145	(208)	(15.4%)
291-6440-601.22-03	Travel & Training	1,212	1,181	700	1,414	1,414	0	0.0%
291-6440-601.22-18	Contracted Programs & Exhibits	137,849	91,369	49,000	135,077	103,007	(32,070)	(23.7%)
	Contractual Services	140,452	93,556	50,845	137,844	105,566	(32,278)	(23.4%)
291-6440-601.32-01	Program Supplies	0	58	0	0	0	0	N/A
291-6440-601.32-02	Program Events	52,310	30,022	11,000	20,058	8,058	(12,000)	(59.8%)
	Commodities	52,310	30,080	11,000	20,058	8,058	(12,000)	(59.8%)
	Total Programs and Exhibits	737,020	422,360	397,658	536,586	467,562	(69,024)	(12.9%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Digital Services

6450

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6450-601.16-85	Salaries	498,317	523,784	517,137	529,376	528,322	(1,054)	(0.2%)
291-6450-601.18-05	Overtime Civilian	42	0	0	0	0	0	N/A
	Salaries	498,359	523,784	517,137	529,376	528,322	(1,054)	(0.2%)
291-6450-601.19-05	Medical Insurance	42,499	53,443	55,627	55,627	50,191	(5,436)	(9.8%)
291-6450-601.19-10	IMRF	58,339	47,772	60,953	66,913	59,234	(7,679)	(11.5%)
291-6450-601.19-11	Social Security	30,439	31,761	31,156	32,821	32,251	(570)	(1.7%)
291-6450-601.19-12	Medicare	7,119	7,428	7,287	7,676	7,543	(133)	(1.7%)
	Fringe Benefits	138,396	140,404	155,023	163,037	149,219	(13,818)	(8.5%)
291-6450-601.21-02	Equipment Maintenance	169	0	0	0	0	0	N/A
291-6450-601.22-02	Dues	1,671	1,744	1,750	1,863	2,246	383	20.6%
291-6450-601.22-03	Travel & Training	509	314	250	500	500	0	0.0%
291-6450-601.22-42	Internet Access	0	0	2,520	2,520	3,840	1,320	52.4%
291-6450-601.22-66	Outside Reference Service	2,663	2,774	2,873	2,887	2,973	86	3.0%
	Contractual Services	5,012	4,832	7,393	7,770	9,559	1,789	23.0%
291-6450-601.30-05	Office Supplies & Equipment	629	571	500	700	700	0	0.0%
291-6450-601.30-07	Supplies Reimbursed by Patron	881	425	450	700	600	(100)	(14.3%)
291-6450-601.31-85	Small Tools and Equipment	5,712	5,218	5,000	6,600	5,000	(1,600)	(24.2%)
291-6450-601.32-01	Program Supplies	83	572	600	750	700	(50)	(6.7%)
291-6450-601.32-78	Electronic Resources	331,035	340,500	342,326	339,411	374,867	35,456	10.4%
291-6450-601.32-90	Circulation Supplies	1,646	1,575	1,575	1,575	1,575	0	0.0%
	Commodities	339,986	348,861	350,451	349,736	383,442	33,706	9.6%
291-6450-601.50-15	Other Equipment	3,612	2,954	480	480	0	(480)	(100.0%)
	Property	3,612	2,954	480	480	0	(480)	(100.0%)
	Total Digital Services	985,365	1,020,835	1,030,484	1,050,399	1,070,542	20,143	1.9%

MEMORIAL LIBRARY FUND

EXPENDITURES

Collection Services

6470

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6470-601.16-85	Salaries	792,019	886,175	868,043	880,262	876,856	(3,406)	(0.4%)
291-6470-601.18-05	Overtime Civilian	151	140	125	150	150	0	0.0%
	Salaries	792,170	886,315	868,168	880,412	877,006	(3,406)	(0.4%)
291-6470-601.19-05	Medical Insurance	193,851	180,291	180,624	180,624	222,891	42,267	23.4%
291-6470-601.19-10	IMRF	102,456	90,140	109,737	111,284	108,014	(3,270)	(2.9%)
291-6470-601.19-11	Social Security	47,049	52,874	51,730	54,586	53,404	(1,182)	(2.2%)
291-6470-601.19-12	Medicare	11,003	12,366	12,098	12,766	12,490	(276)	(2.2%)
	Fringe Benefits	354,359	335,671	354,189	359,260	396,799	37,539	10.4%
291-6470-601.20-81	OCLC Services	0	0	62,177	63,110	63,110	0	0.0%
291-6470-601.21-64	Access Services	0	8,472	6,594	4,000	4,000	0	0.0%
291-6470-601.22-02	Dues	1,391	1,260	1,125	2,478	2,478	0	0.0%
291-6470-601.22-03	Travel & Training	421	1,297	600	1,800	1,000	(800)	(44.4%)
291-6470-601.22-85	Processing Services	75,596	80,063	81,758	108,400	108,400	0	0.0%
	Contractual Services	77,408	91,092	152,254	179,788	178,988	(800)	(0.4%)
291-6470-601.30-05	Office Supplies & Equipment	1,485	1,935	515	1,500	1,500	0	0.0%
291-6470-601.30-33	Documentation Library	716	716	710	717	905	188	26.2%
291-6470-601.32-03	Binding	200	0	200	200	200	0	0.0%
291-6470-601.32-05	Processing Supplies	18,352	18,594	20,000	30,000	30,000	0	0.0%
291-6470-601.32-75	Audio Visual	480,116	488,167	534,980	537,980	534,980	(3,000)	(0.6%)
291-6470-601.32-80	Books	653,231	695,803	715,000	722,676	722,676	0	0.0%
291-6470-601.32-90	Circulation Supplies	3,106	5,605	3,000	6,450	6,450	0	0.0%
291-6470-601.32-95	Periodicals	116,342	123,887	128,534	134,062	119,365	(14,697)	(11.0%)
	Commodities	1,273,548	1,334,707	1,402,939	1,433,585	1,416,076	(17,509)	(1.2%)
	Total Collection Services	2,497,485	2,647,785	2,777,550	2,853,045	2,868,869	15,824	0.6%

MEMORIAL LIBRARY FUND

EXPENDITURES

Belmont Makerspace

6480

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6480-601.16-85	Salaries	0	0	82,640	414,303	325,231	(89,072)	(21.5%)
291-6480-601.18-05	Overtime Civilian Salaries	0	0	0	200	200	0	0.0%
	Salaries	0	0	82,640	414,503	325,431	(89,072)	(21.5%)
291-6480-601.19-05	Medical Insurance	0	0	40,540	33,638	53,182	19,544	58.1%
291-6480-601.19-10	IMRF	0	0	7,286	52,393	40,086	(12,307)	(23.5%)
291-6480-601.19-11	Social Security	0	0	3,540	25,699	19,819	(5,880)	(22.9%)
291-6480-601.19-12	Medicare	0	0	828	6,010	4,635	(1,375)	(22.9%)
	Fringe Benefits	0	0	52,194	117,740	117,722	(18)	(0.0%)
291-6480-601.20-05	Professional Services	0	10,266	5,000	24,500	10,000	(14,500)	(59.2%)
291-6480-601.20-20	Legal Services	0	0	5,000	5,000	5,000	0	0.0%
291-6480-601.20-40	General Insurance	0	423	390	216	216	0	0.0%
291-6480-601.21-02	Equipment Maintenance	0	0	1,650	6,980	6,980	0	0.0%
291-6480-601.21-11	Building Maintenance	0	1,840	5,000	26,866	26,866	0	0.0%
291-6480-601.21-36	Equipment Rental	0	0	5,000	5,000	1,000	(4,000)	(80.0%)
291-6480-601.21-60	Water and Sewer Service	0	0	1,200	1,200	1,200	0	0.0%
291-6480-601.21-65	Bank Fees	0	30	0	30	100	70	233.3%
291-6480-601.22-02	Dues	0	0	500	1,575	1,575	0	0.0%
291-6480-601.22-03	Travel & Training	0	0	1,000	1,000	1,000	0	0.0%
291-6480-601.22-18	Contracted Programs & Exhibits	0	0	0	0	7,800	7,800	N/A
291-6480-601.22-42	Internet Access	0	0	500	1,500	1,500	0	0.0%
	Contractual Services	0	12,559	25,240	73,867	63,237	(10,630)	(14.4%)
291-6480-601.30-05	Office Supplies & Equipment	0	0	200	2,000	2,000	0	0.0%
291-6480-601.30-07	Supplies Reimbursed by Patrons	0	0	7,500	7,500	7,500	0	0.0%
291-6480-601.30-51	Heating Fuel & Electric	0	1,908	30,000	40,140	40,140	0	0.0%
291-6480-601.31-45	Janitorial Supplies	0	0	5,000	7,400	7,400	0	0.0%
291-6480-601.31-85	Small Tools & Equipment	0	32	5,000	21,500	5,000	(16,500)	(76.7%)
291-6480-601.32-01	Program Supplies	0	0	0	0	9,000	9,000	N/A
	Commodities	0	1,940	47,700	78,540	71,040	(16,500)	(9.5%)
291-6480-601.50-15	Other Equipment Property	0	0	54,500	54,500	10,000	(44,500)	(81.7%)
	Property	0	0	54,500	54,500	10,000	(44,500)	(81.7%)
	Total Belmont Makerspace	0	14,499	262,274	739,150	587,430	(160,720)	(20.5%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Non-Operating

6901

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
291-6901-601.90-05	Operating Transfer Out	1,750,000	0	0	0	0	0	N/A
	Non-Operating	1,750,000	0	0	0	0	0	N/A
	Total Non-Operating	1,750,000	0	0	0	0	0	N/A
	Total Memorial Library Fund	15,589,102	13,824,963	14,275,498	15,782,154	15,263,027	(528,127)	(3.3%)

LIBRARY CAPITAL PROJECTS FUND

491

Fund Summary

	2018 Actual	2019 Actual	2020 Est. Actual	2020 Budget	2021 Budget	\$ Change	% Change
BEGINNING FUND BALANCE	\$4,673,543	\$5,654,733	\$5,684,890	\$5,684,890	\$5,673,180	(\$11,710)	(0.2%)
Revenues							
Interest Income	100,250	110,158	92,290	70,000	0	(70,000)	(100.0%)
Total Revenues	\$100,250	\$110,158	\$92,290	\$70,000	\$0	(\$70,000)	(100.0%)
Expenditures							
Capital Items	869,060	80,001	104,000	943,000	1,025,000	82,000	8.7%
Total Expenditures	\$869,060	\$80,001	\$104,000	\$943,000	\$1,025,000	\$82,000	8.7%
Revenues over (under) Expenditures	(\$768,810)	\$30,157	(\$11,710)	(\$873,000)	(\$1,025,000)	(\$152,000)	17.4%
Interfund Transfers In	1,750,000	0	0	0	0	0	N/A
ENDING FUND BALANCE	\$5,654,733	\$5,684,890	\$5,673,180	\$4,811,890	\$4,648,180	(\$163,710)	(3.4%)

LIBRARY CAPITAL PROJECTS FUND

REVENUES

Account No.	Account Description	Actual 2018	Actual 2019	Proj Actual 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
491-0000-461.02-00	Interest on Investments	68,389	68,389	72,290	0	0	0	N/A
491-0000-462.10-00	Market Value Adjustments	31,861	31,861	20,000	0	0	0	N/A
		100,250	100,250	92,290	0	0	0	N/A
491-0000-491-05-00	Operating Transfer In	1,750,000	1,750,000	0	0	0	0	N/A
	Other Financing Sources	1,750,000	1,750,000	0	0	0	0	N/A
	Total Library Capital Projects Fund	1,850,250	1,850,250	92,290	0	0	0	N/A

LIBRARY CAPITAL PROJECTS FUND

EXPENDITURES

Administration

6001

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
491-6001-601.50-15	Other Equipment	14,183	0	0	0	0	0	N/A
491-6001-601.50-55	Other Capital Outlay	0	0	0	80,000	25,000	(55,000)	(68.8%)
	Capital Outlay	14,183	0	0	80,000	25,000	(55,000)	(68.8%)
	Total Administration	14,183	0	0	80,000	25,000	(55,000)	(68.8%)

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
491-6004-601.50-55	Other Capital Outlay	0	0	50,000	50,000	0	(50,000)	(100.0%)
	Capital Outlay	0	0	50,000	50,000	0	(50,000)	(100.0%)
	Total Paid by Gifts and Grants	0	0	50,000	50,000	0	(50,000)	(100.0%)

Information Technology

6010

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
491-6010-601.50-12	Computer Equipment	87,378	0	0	0	0	0	N/A
491-6010-601.50-55	Other Capital Outlay	0	0	12,000	12,000	0	(12,000)	(100.0%)
	Capital Outlay	87,378	0	12,000	12,000	0	(12,000)	(100.0%)
	Total Information Technology	87,378	0	12,000	12,000	0	(12,000)	(100.0%)

Facilities

6020

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
491-6020-601.50-15	Other Equipment	146,359	17,475	27,000	27,000	1,000,000	973,000	3603.7%
491-6020-601.50-55	Other Capital Outlay	621,140	48,690	15,000	15,000	0	(15,000)	(100.0%)
	Capital Outlay	767,499	66,165	42,000	42,000	1,000,000	958,000	2281.0%
	Total Facilities	767,499	66,165	42,000	42,000	1,000,000	958,000	2281.0%

LIBRARY CAPITAL PROJECTS FUND

EXPENDITURES

Belmont Makerspace

6480

Account Number	Account Description	Actual 2018	Actual 2019	Proj. Act. 2020	Budget 2020	Budget 2021	\$ Inc / (Dec)	% Inc / (Dec)
491-6480-601.50-12	Computer Equipment	0	0	0	45,000	0	(45,000)	(100.0%)
491-6480-601.50-15	Other Equipment	0	0	0	714,000	0		
491-6480-601.50-55	Other Capital Outlay	0	13,836	0	714,000	0	(714,000)	(100.0%)
	Capital Outlay	0	13,836	0	1,473,000	0	(759,000)	(100.0%)
	Total Belmont Makerspace	0	13,836	0	1,473,000	0	(759,000)	(100.0%)
	Total Memorial Library Capital Projects Fund	869,060	80,001	104,000	1,657,000	1,025,000	82,000	(38.1%)

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