



# Peotone Public Library District

*Serving Peotone, Green Garden, Wilton Center, and parts of Monee and Will Townships.*

## ORDINANCE NO. 2025 - 01

### Budget and Appropriation Ordinance FY JULY 1, 2025-JUNE 30, 2026

An ordinance fixing the budget and making the appropriations for the Peotone Public Library District, in the county of Will, Illinois, for the fiscal year beginning **July 1, 2025** and ending **June 30, 2026**.

**WHEREAS, THE BOARD OF TRUSTEES OF THE PEOTONE PUBLIC LIBRARY DISTRICT,** Will County, Illinois has prepared or cause to be prepared a tentative budget and appropriations or ordinance for the fiscal year beginning July 1, 2025 and ending June 30, 2026, and the Secretary of the Board has made the same conveniently available for public inspections at the Peotone Public Library Building for at least 30 days prior to the Public Hearing thereon, and

WHEREAS, the Public Hearing as to such budget and appropriations ordinance is held on the 16 th day of September, 2025 at 6 p.m., notice of said publications having been given at least 30 days prior thereto by publishing notice thereof in the *Vedette*, a newspaper published within said library district,

NOW, THEREFORE, be it ordained by the Board of Trustees of the Peotone Public Library District, Will County, Illinois, as follows:

**SECTION 1:** That the fiscal year of the district is hereby fixed and declared to be from July 1, 2025 to June 30, 2026.



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**SECTION 2:** That the following budget, containing an estimate of the receipts of the district and expenditures thereof and monies to be accumulated for the purposes of operation of said library district is hereby adopted as the Budget of said Peotone Public Library District for the fiscal year beginning July 1, 2025 and ending June 30, 2026 and shall be in full force and effect after publishing or posting as required by law:

**Part One:** As part of the annual budget, it is stated:

- a. The cash on hand at the beginning of the fiscal year is \$1,232,004.29.
- b. The estimated cash expected to be received/appropriated during the fiscal year from all sources is \$814,306.
- c. The estimated expenditures for the fiscal year are \$814,306.
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$1,247,537.77.
- e. The estimated amount of taxes to be received by **Peotone Public Library District** during the fiscal year is \$742,500.
- f. The estimated amount of income to be received from sources other than library taxes for the fiscal year is \$72,306.

**Part Two:** Below is the estimated expenditures for the fiscal year.

## GENERAL FUND

| <u>ACCOUNT</u>              | <u>BUDGET</u> | <u>APPROPRIATION</u> |
|-----------------------------|---------------|----------------------|
| <u>Collections</u>          |               |                      |
| E-media                     | \$8,000       | \$50,000             |
| Audio/visual                | \$1,750       | \$2,000              |
| Technical Services Supplies | \$3,000       | \$4,000              |
| Library of Things           | \$750         | \$2,000              |
| Print Collection            | \$34,875      | \$45,000             |



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## **GENERAL FUND**

| <b><u>ACCOUNT</u></b> | <b><u>BUDGET</u></b> | <b><u>APPROPRIATION</u></b> |
|-----------------------|----------------------|-----------------------------|
|-----------------------|----------------------|-----------------------------|

|                          |                 |                  |
|--------------------------|-----------------|------------------|
| <b>Collections Total</b> | <b>\$48,375</b> | <b>\$103,000</b> |
|--------------------------|-----------------|------------------|

### **PERSONNEL**

|                                |                  |                  |
|--------------------------------|------------------|------------------|
| Wages & Salaries               | \$475,000        | \$600,000        |
| Unemployment (SUTA)            | \$1,365          | \$4,000          |
| Social Security (FICA)         | \$25,000         | \$30,000         |
| Insurance Health               | \$33,000         | \$45,000         |
| Retirement Plan Expenses (IRA) | \$9,150          | \$12,000         |
| HR Expenses                    | \$2,000          | \$4,500          |
| <b>Personnel Total</b>         | <b>\$545,515</b> | <b>\$695,500</b> |

### **ADMINISTRATION**

#### **Miscellaneous**

|                            |                 |                 |
|----------------------------|-----------------|-----------------|
| Library Supplies           | \$9,275         | \$13,000        |
| Bank charges               | \$100           | \$3,000         |
| Miscellaneous Expense      | \$1,500         | \$10,000        |
| <b>Miscellaneous Total</b> | <b>\$10,875</b> | <b>\$26,000</b> |

|                         |                 |                 |
|-------------------------|-----------------|-----------------|
| <b><u>Insurance</u></b> | <b>\$20,475</b> | <b>\$30,000</b> |
|-------------------------|-----------------|-----------------|



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## **GENERAL FUND**

| <b><u>ACCOUNT</u></b> | <b><u>BUDGET</u></b> | <b><u>APPROPRIATION</u></b> |
|-----------------------|----------------------|-----------------------------|
|-----------------------|----------------------|-----------------------------|

### **Facilities**

|                                 |                 |                  |
|---------------------------------|-----------------|------------------|
| Repair & Maintenance            | \$8,500         | \$550,000        |
| Furniture                       | \$900           | \$17,500         |
| Building & Grounds              | \$7,250         | \$17,500         |
| Alarm Systems                   | \$7,850         | \$10,000         |
| Gas & Electric                  | \$12,400        | \$20,000         |
| Telephone & Internet            | \$7,000         | \$12,000         |
| Utilities-Water, Sewer, Garbage | \$6,100         | \$12,000         |
| <b>Facilities Total</b>         | <b>\$50,000</b> | <b>\$639,000</b> |

|  |                |                |
|--|----------------|----------------|
| <b><u>Professional Development</u></b> | <b>\$3,635</b> | <b>\$5,000</b> |
|--|----------------|----------------|

|                                    |                 |                 |
|------------------------------------|-----------------|-----------------|
| <b><u>Contractual Services</u></b> | <b>\$32,650</b> | <b>\$45,000</b> |
|------------------------------------|-----------------|-----------------|

|  |                 |                 |
|--|-----------------|-----------------|
| <b><u>Cash Reserve &amp; Contingency</u></b> | <b>\$20,806</b> | <b>\$40,000</b> |
|--|-----------------|-----------------|

|                             |                  |                  |
|-----------------------------|------------------|------------------|
| <b>TOTAL ADMINISTRATION</b> | <b>\$138,441</b> | <b>\$785,000</b> |
|-----------------------------|------------------|------------------|

### **Patron Services**

|                              |                 |                  |
|------------------------------|-----------------|------------------|
| Online Services & Databases  | \$9,000         | \$11,000         |
| Public Relations             | \$6,300         | \$8,000          |
| Program & Outreach           | \$10,150        | \$15,000         |
| Technology                   | \$55,000        | \$70,000         |
| Makerspace                   | \$1,525         | \$7,000          |
| <b>Total Patron Services</b> | <b>\$81,975</b> | <b>\$111,000</b> |



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## GENERAL FUND

| <u>ACCOUNT</u>              | <u>BUDGET</u> | <u>APPROPRIATION</u> |
|-----------------------------|---------------|----------------------|
| <u>Summary General Fund</u> | \$814,306     | \$1,694,500          |

**Section 3:** That there is hereby appropriated for the use of this Peotone Public Library District for said fiscal year the following: General Operation Fund such total being divided among the several objects and purposes specified and enumerated and in the particular amount stated for said fund in Section 2 entitled “Estimated Expenditures” (constituting the appropriations for the fiscal year July 1, 2025 to June 30, 2026 as provided in Section 3 with the same effect as if said statement were repeated in its entirety; and that this Section 3 shall be and is the annual appropriation ordinance of the Peotone Public Library District, adopted by the Board of Trustees of said district as required by law and shall be in full force and effect after publishing in accordance with the law.

**Section 4:** Any unexpended balance of any item or items of any general appropriation made by this ordinance may be expended in making up any deficiencies in any item or items in the same general appropriation made by this ordinance.

**Section 5:** If any item or portion thereof of this ordinance shall for any reason be invalid, such invalidity shall not affect the validity of the remaining items or portions of items of this ordinance.

Passed on a roll call vote this \_\_\_\_\_th day of \_\_\_\_\_.



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Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain: \_\_\_\_\_

Approved by: \_\_\_\_\_

Library Board President  
Peotone Public Library District

Attest by: \_\_\_\_\_

Library Board Secretary  
Peotone Public Library District



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## **CERTIFICATION OF BUDGET AND APPROPRIATION ORDINANCE IN ACCORDANCE WITH CHAPTER 120, PARAGRAPH 643 OF ILLINOIS REVISED STATUTES:**

The undersigned, being Clerk/Secretary and Chief Fiscal Officer of the taxing district hereinafter named, do hereby certify that attached hereto is a true and correct copy of the Budget and Appropriation of said district for its 2025-2026 fiscal year, adopted \_\_\_\_\_, 2025.

We further certify that the estimate of revenues, by source, anticipated to be received by said taxing district, either set forth in said ordinance as "Estimated Receipts" or attached hereby to separate document is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of Public Act 83 881 and on behalf of Peotone Public Library District, Will County, Illinois, on \_\_\_\_\_, 2025.

\_\_\_\_\_

Library Board Secretary

\_\_\_\_\_

Chief Fiscal Officer

Library Board Treasurer