

**Hillside Public Library Board of Trustees  
Resolution no. 2023-6**

**A resolution establishing the expenditures budget of the Hillside Public Library for the Fiscal Year beginning May 1, 2023 and ending April 30, 2024**

**IT IS HEREBY RESOLVED** by the Board of Trustees of the Hillside Public Library, Hillside, Illinois that the following shall be adopted as the expenditures budget for the Hillside Public Library for the fiscal year commencing May 1, 2023 and ending April 30, 2024.

**FY 2023-2024 Budget**

**PERSONNEL**

**Salaries**

4010 · Salaries - Full Time	\$350,000
4020 · Salaries - Part Time	\$360,000
<b>Total Salaries &amp; Wages</b>	<b>\$710,000</b>

**Employee Benefits**

4050 · Health Insurance Premiums	\$148,000
<b>Total Employee Benefits</b>	<b>\$148,000</b>

**Payroll Taxes, Etc.**

4400 · Payroll Services - Outside	\$6,000
9150 · FICA Expense - Employer's share	\$55,000
9250 · IMRF	\$45,000
9350 · Unemployment Insurance and Taxes	\$1,000
9450 · Worker's Compensation Insurance	\$2,500
<b>Total Payroll Taxes, Etc.</b>	<b>\$109,500</b>

<b>Total PERSONNEL</b>	<b>\$967,500</b>
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**OPERATING EXPENDITURES**

**Library Equipment**

4300 · Furniture, Fixtures & Equipment	\$15,000
4310 · Office Equipment & Repair	\$20,000
4320 · Audio Visual Equipment	\$2,500
4430 · Copy Equipment Rental & Maint	\$6,000
<b>Total Library Equipment</b>	<b>\$43,500</b>

**Library Operations**

4460 · Bank Service Charges	\$1,500
4465 · Finance Charges/Fees	\$0
4480 · Credit Card Fees	\$0

4490 · Newsletters - Outsourced	\$6,000
4500 · Office Supplies	\$13,000
4520 · Processing Materials	\$5,000
4550 · Postage	\$2,000
4600 · Printing & Advertising	\$12,000
8080 · Janitorial Service Fees	\$29,000
8100 · Electricity	\$1,500
8110 · Gas	\$6,000
8120 · Water	\$1,000
8130 · Telephone	\$4,500
8920 · Alarm	\$2,000
8925 · Building Expense	\$0
8935 · Building & Grounds Maintenance	\$61,000
<b>Total Library Operations</b>	<b>\$144,500</b>

#### **Library Technology**

4340 · Outside Computer Services	\$45,000
4450 · SWAN Charges	\$27,000
4470 · Computers	\$25,000
4471 · Computer Software	\$7,000
8135 · Telecommunications Software	\$3,000
<b>Total Library Technology</b>	<b>\$107,000</b>

#### **Outside Professional Services**

4650 · Legal	\$20,000
4655 · Outsourced Accounting Services	\$15,000
4657 · Consulting	\$40,000
4660 · Other Professional Fees	\$70,000
9650 · Audit	\$15,000
<b>Total Outside Professional Services</b>	<b>\$160,000</b>

#### **Conferences & Professional Fees**

4750 · Conventions/Meetings/Conference	\$8,000
4755 · Tuition Reimbursement	\$8,000
4760 · Trustee Education	\$1,000
4765 · Dues for Employee/Organization	\$4,000
4770 · Travel for Meetings/Conferences	\$6,000
<b>Total Conferences &amp; Professional Fees</b>	<b>\$27,000</b>

#### **Programs & Promotions**

4850 · Programs - Adult	\$5,000
4855 · Programs - Youth	\$5,000
4856 · Programs - Young Adult	\$5,000
NEW LINE · Outreach	\$5,000
4860 · Publicity	\$5,000

<b>Total Programs &amp; Promotions</b>	<b>\$25,000</b>
<b>Insurance</b>	
9500 · Insurance	\$20,000
<b>Total Insurance</b>	<b>\$20,000</b>
<b>Library Materials</b>	
4800 · Books - Adult Fiction	\$12,000
4801 · Books - Adult Nonfiction	\$12,000
4805 · Books - Youth	\$12,500
4807 · Books - Young Adult	\$12,500
4810 · Periodicals & Newspapers	\$13,000
4803 · Electronic Materials	\$70,000
4820 · Audio Visual Materials	\$25,000
NEW LINE · Beyond Books	\$2,500
<b>Total Library Materials</b>	<b>\$159,500</b>
<b>Per Capita Grant</b>	
4830 · Grant Expenditures - Per Capita	\$0
<b>Total Per Capita Grant</b>	<b>\$0</b>
<b>Contingency Provisions</b>	
4775 · Contingency	\$8,240
<b>Total Contingency Provisions</b>	<b>\$8,240</b>
<b>Total OPERATING EXPENDITURES</b>	<b>\$694,740</b>
<b>TOTAL ALL FUNDS EXPENDITURES</b>	<b>\$1,662,240</b>

**CAPITAL EXPENDITURES**

7105 · Building Projects	\$0
7110 · Computers	\$0
7150 Furniture/Equipment	\$0
<b>Total CAPITAL EXPENDITURES</b>	<b>\$0</b>

ADOPTED by the President and Board of Trustees of the Hillside Public Library, Hillside, Illinois, this 15th day of March, 2023 pursuant to a roll call vote of:

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstaining: \_\_\_\_\_

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Maureen Sypkens, President  
Hillside Public Library Board of Trustees

ATTEST:

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Donna Kassar, Secretary  
Hillside Public Library Board of Trustees