

**North Suburban Library System
General Fund Budget Draft - FY 2009-2010
Funded by the Illinois Secretary of States Office**

4/6/2009
Exhibit 7.e.2.a.

			General Fund	
REVENUES SUMMARIZED BY SOURCE			Budget	NOTES
			FY 09-10	
	STATE GRANTS			
	'Area & Per Capita Grant / Gen.Rev.		2,461,774	<u>Core Services</u>
	TOTAL STATE GRANTS:		2,461,774	Consulting
	* FEDERAL GRANTS			PD
	TOTAL FEDERAL GRANTS:			Delivery
	OTHER REVENUES			Member Services
	Fees for services		0	Resource Sharing
	Reimbursements			
	Interest Income			
	Other Income			
	TOTAL OTHER REVENUES:		0	
	TOTAL REVENUES:		2,461,774	
* Note: Additional grants are shown in				
the Special Revenue Fund.				

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EXPENDITURES DETAILED BY CATEGORY			Budget	NOTES
			FY 09-10	
PERSONNEL				
	Salaries & Wages			
		Library Professionals	533,387	Salary budget includes current staff & replacements.
		Other Professionals	560,516	
		Support Services	377,958	
			1,471,860	Merit increases range from 0%-3%;
	Payroll Taxes/Fringe Benefits			
		Social Security Taxes	109,603	Includes SS wage base increase.
		Unemployment Insurance	807	Decreased due to lower rate.
		Worker's Compensation	20,220	
		Retirement Benefits	126,577	Based on a percentage of Salaries & Wages
		Health, Dental, Life Insurance	212,059	Anticipate 0% increase in medical benefits.
		Other	1,199	EAP-ComPsych & Section 125 FSA
		Temporary Help	2,000	
		Recruiting	1,192	
		TOTAL PERSONNEL:	1,945,517	
LIBRARY MATERIALS				
	Printed Materials		3,595	
	Nonprinted Materials			
	E-Resources			
		TOTAL LIBRARY MATERIALS:	3,595	
BUILDING & GROUNDS				
	Rent		636	District 21- Annual Parking Lot Rental
	Utilities		67,904	NIMEC Cooperative/Exelon Energy
	Property Insurance		9,227	Flood Ins, Hartford Ins
	Repairs and Maintenance		17,575	Landscaping, Snow Removal, general maintenance
	Custodial/Janitorial Services		12,782	Janitorial and Misc
	Other		2,237	Fire/burglar alarm, garbage
		TOTAL BUILDING & GROUNDS:	110,362	

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EXPENDITURES DETAILED BY CATEGORY			Budget	NOTES
			FY 09-10	
VEHICLE EXPENSES				
	Fuel		23,799	Increased due to higher usage and prices
	Repairs & Maintenance		6,899	
	Vehicle Insurance		6,899	Larger delivery van, new system van
	Vehicle Leasing and Rent		0	delivery van rental
	Other			
	TOTAL VEHICLE EXPENSES:		37,598	
TRAVEL/CONTINUING EDUCATION - STAFF & BOARD				
	In-state Travel		10,888	ILSDO, ILA, ISL, ALA, networking groups
	Out-of-state Travel		12,385	Wash.Leg.Day; ALA; Conferences
	Registration & Meetings, Other Fees		15,978	Tuition Reimbursement for MLS/LTA \$5,000
	TOTAL TRAVEL/CE- STAFF & BOARD:		39,251	
				Includes costs for speaker fees, materials, travel for
CONFERENCES & CONTINUING EDUCATION MEETINGS				
	TOTAL CONFERENCES & CE		2,000	CE speakers, and meeting expenses.
				Public relations - charges for publicity, advertising,
PUBLIC RELATIONS				
	TOTAL PUBLIC RELATIONS:		65,360	promotional materials, outside printing and design,
			65,360	Delivery, Digitization, Leg.Bfast, CE, Exhibits
				Special Events, IL Advocacy Bus, General Marketing
LIABILITY INSURANCE				
	TOTAL LIABILITY INSURANCE:		10,385	LIMRicc E&O, Liability, T-Bond,
			10,385	Fidelity Bond, Fiduciary Liability Ins.
SUPPLIES, POSTAGE & PRINTING				
	Computer, Software & Supplies		22,369	Computer/software upgrades
	General Office Supplied & Equipment		11,983	
	Internal Printing/Copying		0	
	Postage		7,989	Direct mailings-postage increase to 42¢
	Delivery Supplies		500	
	Other Supplies		2,397	
	TOTAL SUPPLIES, POSTAGE, ETC:		45,237	

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EXPENDITURES DETAILED BY CATEGORY			Budget	NOTES
			FY 09-10	
TELEPHONE & TELECOMMUNICATIONS				
	Local & Telecommunications		23,966	TDS; AT&T
	Telecommunications			
	Rental			
	TOTAL TELEPHONE & TELECOMM:		23,966	
EQUIPMENT				
	Rental		739	Pitney Bowes-Postage meter rental
	Repair & Maintenance		0	Combined with Maintenance Agreements eff.7-1-07
	Maintenance Agreements & Repairs		14,300	HVAC, Blue Wire, Canon Copiers, Speed Link, Misc
	TOTAL EQUIPMENT:		15,039	
PROFESSIONAL SERVICES				
	Legal		15,978	Contracts, bridge issues, HR, member consulting
	Accounting		7,589	
	Payroll Services		1,758	
	Consulting		51,955	CE, Digitization, Research,
	TOTAL PROFESSIONAL SERVICES:		77,279	
CONTRACTUAL SERVICES				
	Information Service Costs		2,397	OCLC-NSLS, CC.com
	Agreements w/Systems, Member Libraries and Other Cooperatives			
	Other Contractual		3,036	Accounting - Sage Software
	Printing Services		2,397	Printing forms, system letterhead & envelopes
	Other			
	TOTAL CONTRACTUAL SERVICES:		7,829	
Provision for Doubtful Accounts				
	Provision for Doubtful Accounts		0	
	TOTAL Provision for Doubtful Accts		0	

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EXPENDITURES DETAILED BY CATEGORY		Budget	NOTES
		FY 09-10	
Professional Association Membership Dues		7,190	ILA, ALA, etc.
TOTAL Professional Assn. Dues		7,190	
MISCELLANEOUS / CONTINGENCIES		10,266	
TOTAL MISCELLANEOUS:		10,266	
CAPITAL OUTLAY			
Equipment		9,994	
Computers		15,978	Upgrade staff work stations/computers
Furniture & Fixtures		2,796	Replace old office furniture
Building Improvements		6,391	
Vehicles		32,000	Purchase of new delivery van, staff van
TOTAL CAPITAL OUTLAY:		67,159	
DEBT SERVICE			
Interest		0	
TOTAL DEBT SERVICE:		0	
TOTAL EXPENDITURES:		2,468,033	
Excess of revenue over expense:		-6,259	

**North Suburban Library System
Internal Service and Enterprise Fund Budget Draft - FY 2009-2010**

4/6/2009

Exhibit 7.e.2.a.

		Total Enterprise Fund	
REVENUES SUMMARIZED BY SOURCE		Budget	NOTES
		FY 09-10	
STATE GRANTS			<u>Non Core</u>
'Area & Per Capita Grant / Gen.Rev.		0	Digitization
	TOTAL STATE GRANTS:	0	PD
* FEDERAL GRANTS			Enewsletter
	TOTAL FEDERAL GRANTS:	0	Group Ins.
OTHER REVENUES			Consortium Purchases
	Fees for services	532,610	
	Reimbursements	15,000	
	Interest Income	20,000	
	Other Income		
	TOTAL OTHER REVENUES:	567,610	
	TOTAL REVENUES:	567,610	
* Note: Additional grants are shown in the Special Revenue Fund.			

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Internal Service and Enterprise Fund Budget Draft - FY 2009-2010**

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			Total Enterprise Fund Budget FY 09-10
EXPENDITURES DETAILED BY CATEGORY			
PERSONNEL			
	Salaries & Wages		
		Library Professionals	96,477
		Other Professionals	149,933
		Support Services	75,147
			321,558
	Payroll Taxes/Fringe Benefits		
		Social Security Taxes	23,965
		Unemployment Insurance	177
		Worker's Compensation	780
		Retirement Benefits	27,676
		Health, Dental, Life Insurance	46,367
		Other	262
		Temporary Help	0
		Recruiting	8
		TOTAL PERSONNEL:	420,793
LIBRARY MATERIALS			
	Printed Materials		905
	Nonprinted Materials		
	E-Resources		
		TOTAL LIBRARY MATERIALS:	905
BUILDING & GROUNDS			
	Rent		160
	Utilities		17,096
	Property Insurance		2,323
	Repairs and Maintenance		4,425
	Custodial/Janitorial Services		3,218
	Other		563
		TOTAL BUILDING & GROUNDS:	27,784

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			Total Enterprise Fund
EXPENDITURES DETAILED BY CATEGORY			Budget
			FY 09-10
VEHICLE EXPENSES			
	Fuel		201
	Repairs & Maintenance		101
	Vehicle Insurance		101
	Vehicle Leasing and Rent		0
	Other		
	TOTAL VEHICLE EXPENSES:		402
TRAVEL/CONTINUING EDUCATION - STAFF & BOARD			
	In-state Travel		3,112
	Out-of-state Travel		2,615
	Registration & Meetings, Other Fees		4,022
	TOTAL TRAVEL/CE- STAFF & BOARD:		9,749
CONFERENCES & CONTINUING EDUCATION MEETINGS			
	TOTAL CONFERENCES & CE		88,000
PUBLIC RELATIONS			
	TOTAL PUBLIC RELATIONS:		9,640
LIABILITY INSURANCE			
	TOTAL LIABILITY INSURANCE:		2,615
SUPPLIES, POSTAGE & PRINTING			
	Computer, Software & Supplies		7,631
	General Office Supplied & Equipment		3,017
	Internal Printing/Copying		0
	Postage		2,011
	Delivery Supplies		0
	Other Supplies		603
	TOTAL SUPPLIES, POSTAGE, ETC:		13,263

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EXPENDITURES DETAILED BY CATEGORY			Budget
			FY 09-10
TELEPHONE & TELECOMMUNICATIONS			
	Local & Telecommunications		6,034
	Telecommunications		
	Rental		
	TOTAL TELEPHONE & TELECOMM:		6,034
EQUIPMENT			
	Rental		186
	Repair & Maintenance		0
	Maintenance Agreements & Repairs		10,700
	TOTAL EQUIPMENT:		10,886
PROFESSIONAL SERVICES			
	Legal		4,022
	Accounting		1,911
	Payroll Services		442
	Consulting		13,045
	TOTAL PROFESSIONAL SERVICES:		19,421
CONTRACTUAL SERVICES			
	Information Service Costs		603
	Agreements w/Systems, Member Libraries and Other Cooperatives		
	Other Contractual		764
	Printing Services		603
	Other		0
	TOTAL CONTRACTUAL SERVICES:		1,971
Provision for Doubtful Accounts			
	Provision for Doubtful Accounts		0
	TOTAL Provision for Doubtful Accts		0

