

Plainfield Public Library
Library General Fund
Working Budget FY2017

		FY16	Thru 5/24/16	FY17	Notes
Ordinary Income/Expense					
Income					
	1004001 · Real Estate Taxes (Library)	2,684,659.00	2,639,846.46	2,763,292.91	
	1004002 · Personal Property Taxes	23,000.00	26,433.37	18,000.00	Reduced to offset State of Illinois prior overpayment
	1004003 · Overlap Districts Agreement	306,645.00	312,086.82	312,000.00	
	1004004 · Fines	36,000.00	38,718.08	45,000.00	Elimination of Food for Fines program
	1004005 · Books Bags Sales	100.00	2.00	-	
	1004006 · Copier Fees	9,000.00	11,375.02	11,500.00	
	1004007 · Fax Fees	100.00	2,653.69	2,000.00	
	1004008 · Non Resident Fees	750.00	2,449.06	2,400.00	
	1004009 · Book Sales	1,000.00	40.00	65.00	
	1004010 · Meeting Room Deposits	750.00	1,325.00	1,350.00	
	1004011 · Cash Over/Short	0.00	0.00	-	
	1004310 · Staff Purchases	0.00	0.00	-	
	1004311 · Flex Spending	0.00	0.00	-	
	1004315 · Foundation	0.00	0.00	-	
	1004316 · Friends	0.00	0.00	-	
	1004400 · Tax Escrow Interest (Library)	250.00	1,581.49	1,500.00	
	1004401 · Checking interest	25.00	510.17	500.00	
	1004402 · E-Pay Interest	0.00	116.45	100.00	
	1004502 · Donations - Friends	6,000.00	6,262.00	6,000.00	
	1004503 · Donations - Summer Reading	0.00	0.00	-	
	1004504 · Donations - Gen Memorial	0.00	34.80	-	
	1004701 · Per Capita Grant	94,171.00	0.00	-	No grant payment expected in FY2017
	1004702 · Grants - Other	0.00	0.00	-	
	1004901 · Miscellaneous Income (Library)	0.00	23,062.82	-	
	1004902 · Sale of Library Used Equipment	0.00	607.33	-	
	1015500 · Operating Transfer Out	-60,000.00	0.00	-100,000.00	Transfer to Special Reserve Fund
Total Income		3,102,450.00	3,067,104.56	3,063,707.91	
Expense					
	1015000 · Administration Department				

**Plainfield Public Library
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			FY16	Thru 5/24/16	FY17	Notes
		1015001 · Administration Salaries	281,621.00	256,868.49	299,678.00	Returns Accountant position in-house
		1015005 · Insurance	153,685.00	125,201.90	149,536.00	Reduced 2.7% change of carriers and plans, 2 fewer full time staff
		1015011 · Staff Development	17,300.00	12,229.01	13,000.00	Reduced 25%
		1015012 · Travel Expenses	15,000.00	9,176.01	10,000.00	Reduced 33%
		1015013 · Membership Dues	6,500.00	3,588.88	4,300.00	Reduced 33%
		1015014 · Human Resources	5,000.00	61.66	17,250.00	\$16,000 for Executive search, 1,250 pre-employment testing etc.
		1015201 · Payroll Services	7,000.00	6,514.82	7,000.00	
		1015202 · Legal Services (Library)	12,000.00	4,799.75	6,000.00	Reduced utilization offsets increased Bank Fees
		1015203 · Accounting Services	9,800.00	7,653.41	1,200.00	In-house position posted
		1015204 · Bank Fees	0.00	1,509.70	1,600.00	Increased fees offset by reduced Legal Services line
		1015205 · Trustee Development	2,000.00	2,299.35	2,000.00	
		1015305 · Bindery	700.00	100.00	400.00	Reduced 43%
		1015306 · Microfilming Supplies	4,000.00	2,797.23	4,000.00	
		Office Supplies - Toner			5,400.00	New line, funded from existing Office Supplies lines
		Office Supplies - Copier Paper			3,400.00	New line, funded from existing Office Supplies lines
		1015310 · Office Supplies - Admin	5,000.00	5,145.71	2,000.00	Reduced for new Toner and Copier Paper lines
		1015311 · Postage	6,000.00	3,417.40	6,000.00	
		1015313 · Newsletter	60,000.00	47,500.00	55,000.00	Reduced 9%, 4 quarterly newsletters, plus 2 informational pieces
		1015314 · Web Page Development	5,000.00	0.00	5,000.00	
		1015315 · Printing - General	750.00	389.87	400.00	Reduced to reflect actual spending
		1015316 · Printing - Legal	3,500.00	1,809.26	2,100.00	Reduced to reflect actual spending
		1015317 · Telephone	16,800.00	15,841.51	16,800.00	
		1015318 · Public Relations (Library)	30,000.00	18,068.43	19,000.00	Reduced 33% and for new Toner and Copier Paper lines
		1015319 · Customer Service Excellence	0.00	0.00	0.00	
		1015320 · Decorating Committee	0.00	0.00	0.00	
		1015321 · Administrative - Misc	0.00	0.00	0.00	
		1015322 · Contingencies Operating Fund	25,000.00	0.00	10,000.00	
		1015801 · Library - Wide Events	15,500.00	11,241.77	7,750.00	Reduced 50%
		1018001 · Computers (Library)	0.00	0.00	25,000.00	Moved to General Fund from Special Reserve Fund
		1018002 · Equipment	0.00	0.00	0.00	
		1018003 · Furniture & Fixtures	0.00	0.00	15,000.00	Moved to General Fund from Special Reserve Fund

Plainfield Public Library
Library General Fund
Working Budget FY2017

			FY16	Thru 5/24/16	FY17	Notes
		Total 1015000 · Administration Department	682,156.00	536,214.16	688,814.00	
		1015312 · III Postage	0.00			
		1025000 · Tech Services Dept				
		1025001 · Tech Services Salaries	109,259.00	97,185.54	109,712.00	
		1025306 · Tech Services Process Supply	13,000.00	7,757.41	12,650.00	Reduced for new Toner and Copier Paper lines
		1025307 · OCLC	2,550.00	2,519.19	2,550.00	
		Total 1025000 · Tech Services Dept	124,809.00	107,462.14	124,912.00	
		1035000 · Circulation Department				
		1035001 · Circulation Salaries	410,024.00	373,733.80	412,768.00	
		1035003 · Page Salaries	78,234.00	62,424.08	73,292.00	
		1035308 · Circulation Supplies	20,500.00	13,460.70	19,500.00	Reduced for new Toner and Copier Paper lines
		1035309 · ILL Lost Items	1,500.00	318.21	1,500.00	
		Total 1035000 · Circulation Department	510,258.00	449,936.79	507,060.00	
		1045000 · Reference/Adult Services				
		1045001 · Reference Salaries	366,224.00	331,313.00	374,719.00	
		1045101 · Adult Summer Reading	10,500.00	2,074.90	5,250.00	Reduced 50%
		1045102 · Adult Programs	19,500.00	16,660.47	9,750.00	Reduced 50%
		1045103 · Databases - Adult	90,000.00	64,964.47	75,000.00	Reduced 17%
		1045104 · Downloadable Materials	95,000.00	33,222.15	90,000.00	Reduction to offset other Materials lines increases
		1045105 · Portable Media Devices - Adult	3,000.00	568.49	3,000.00	
		1045106 · Software - Adult	0.00	0.00	0.00	
		1045107 · Compact Discs - Adult	13,000.00	3,550.82	5,000.00	Reduced 62%, collection physically out of space
		1045108 · Videos & DVD's - Adult	25,000.00	22,859.61	27,000.00	Increase offset by other Materials line reductions
		1045109 · Audio Books - Adult	27,000.00	20,901.28	27,000.00	
		1045110 · Replacement Materials	2,000.00	163.51	1,000.00	Reduction to offset other Materials lines increases
		1045112 · Fiction - Adult	27,500.00	17,753.49	27,500.00	
		1045113 · Leased Material - Adult	16,500.00	12,546.63	16,500.00	
		1045114 · Large Print - Adult	5,500.00	5,272.06	6,250.00	Increase offset by other Materials line reductions
		1045115 · Graphic Novels - Adult	5,000.00	3,207.21	5,000.00	
		1045116 · Nonfiction - Adult	11,000.00	12,308.52	12,500.00	Increase offset by other Materials line reductions
		1045117 · Foreign Language - Adult	10,000.00	4,278.96	10,000.00	

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		1045118 · Reference - Adult	3,000.00	2,831.00	3,000.00	
		1045119 · Standing Orders - Adult	5,000.00	4,797.36	5,000.00	
		1045120 · Periodicals - Adult	10,000.00	11,949.07	10,000.00	
		1045121 · Purchase On Demand	10,000.00	5,832.38	10,000.00	
		1045122 · Other Materials - Adult	0.00	0.00	0.00	
		1045212 · Instructors and Facilitators	9,500.00	7,379.74	4,750.00	Reduced 50%
		1045310 · Office Supplies - Adult	3,500.00	2,465.39	3,500.00	
		1045405 · Local History Supplies	2,500.00	1,823.79	2,500.00	
		Total 1045000 · Reference/Adult Services	770,224.00	588,724.30	734,219.00	
		1055000 · Youth Services				
		1055001 · Youth Services Salaries	409,293.00	370,884.04	414,436.00	
		1055101 · Summer Reading - Childrens	16,000.00	5,655.84	8,000.00	Reduced 50%
		1055102 · JUV Programs	6,600.00	3,964.51	3,300.00	Reduced 50%
		1055103 · DataBase - YS/YA	31,900.00	26,637.25	31,900.00	
		1055104 · Downloadable Materials YS/YA	5,000.00	188.00	5,000.00	
		1055105 · Portable Media Devices - YS/YA	1,750.00	388.12	1,750.00	
		1055106 · Software - Children's	0.00	0.00	0.00	
		1055107 · Compact Discs - Children's	2,500.00	713.36	2,500.00	
		1055108 · Videos & DVD's - Children's	16,000.00	12,855.83	14,000.00	Reduction to offset other Materials lines increases
		1055109 · Audio Books - Children's	6,600.00	777.00	6,600.00	
		1055111 · Kits	0.00	0.00	0.00	
		1055112 · Fiction - Children's	16,500.00	14,058.36	16,500.00	
		1055116 · Nonfiction - Children's	33,000.00	29,085.46	35,000.00	Increase offset by other Materials line reductions
		1055118 · Reference - Children's	2,000.00	1,798.00	2,000.00	
		1055119 · Standing Orders - Children's	6,000.00	4,414.37	6,000.00	
		1055120 · Periodicals - Children's	1,500.00	87.90	1,500.00	
		1055122 · Other Materials - Children's	0.00	0.00	0.00	
		1055123 · Easy Fiction	20,000.00	13,332.61	20,000.00	
		1055124 · Easy Nonfiction	0.00	0.00	0.00	
		1055310 · Office Supplies - Y/S	10,500.00	4,075.78	9,500.00	Reduced for new Toner and Copier Paper lines
		Total 1055000 · Youth Services	585,143.00	488,916.43	577,986.00	

Plainfield Public Library
Library General Fund
Working Budget FY2017

			FY16	Thru 5/24/16	FY17	Notes
		1065000 · Young Adult Services				
		1065101 · Summer Reading - YA	6,600.00	3,947.63	3,300.00	Reduced 50%
		1065102 · YA Programs	6,000.00	3,642.24	3,000.00	Reduced 50%
		1065106 · Software - YA	1,500.00	187.92	1,500.00	
		1065107 · Compact Discs - YA	1,800.00	1,343.97	1,800.00	
		1065108 · Videos & DVD's - YA	4,500.00	3,003.23	4,500.00	
		1065109 · Audio Books - YA	2,800.00	1,128.00	2,800.00	
		1065112 · Fiction - YA	16,000.00	9,249.36	16,000.00	
		1065116 · Nonfiction - YA	8,000.00	2,697.76	8,000.00	
		1065118 · Reference - YA	0.00	0.00	0.00	
		1065119 · Standing Orders - YA	4,500.00	780.80	4,500.00	
		1065120 · Periodicals - YA	1,200.00	215.00	1,200.00	
		1065122 · Other Materials - YA	250.00	0.00	250.00	
		1065123 · Outreach Print Materials	1,500.00	0.00	1,500.00	
		1065212 · Instructors & Facilitators	0.00	174.69	0.00	
		Total 1065000 · Young Adult Services	54,650.00	26,370.60	48,350.00	
		1075000 · Community Relations Dept				
		1075001 · Community Relations Salaries	157,229.00	131,422.89	94,976.00	
		1075123 · Comm. Relations Print Materials	0.00	485.41	500.00	Increase offset by CR Office Supply reduction
		1075310 · Comm. Relations Office Supply	5,500.00	1,304.32	1,750.00	Reduced for new Toner, Copier Paper and CR Print Materials lines
		Total 1075000 · Community Relations Dept	162,729.00	133,212.62	97,226.00	
		1085000 · Maintenance Department				
		1085001 · Maintenance Salaries	88,267.00	72,966.30	89,275.00	
		Total 1085000 · Maintenance Department	88,267.00	72,966.30	89,275.00	
		1095000 · Service Arrangements				
		1095206 · Pinnacle Cooperative	46,057.00	0.00	51,600.00	Increased 12% - contractual obligation
		1095207 · Computer Maintenance Agreement	60,000.00	9,480.00	60,000.00	
		1095209 · Email & Web Hosting Fees	4,500.00	4,556.41	5,500.00	Increase offset by reduction to Software line
		1095210 · Lease Agreements	29,750.00	26,689.89	29,750.00	
		1095211 · Subscription Services	38,000.00	34,798.35	38,000.00	
		1095301 · Software	9,000.00	924.85	8,000.00	Anticipated upgrade of Office software

Plainfield Public Library
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			FY16	Thru 5/24/16	FY17	Notes
		1095302 · Computer Supplies	0.00	0.00	0.00	
		1095303 · Data Lines	3,000.00	2,631.69	3,000.00	
		Total 1095000 · Service Arrangements	190,307.00	79,081.19	195,850.00	
		Total Expense	3,168,543.00	1,895,984.02	3,063,692.00	
		Net Ordinary Income	-66,093.00	1,171,120.54	15.91	
			-66,093.00	1,171,120.54	15.91	

**Plainfield Public Library
Liability Insurance Fund
Working Budget FY2017**

			FY16	MidYear FY16	FY17	Notes
Ordinary Income/Expense						
	Income					
		4004001 · Real Estate Tax (Liability)	19,256.00	19,256.00	28,213.80	
		4004400 · Tax Escrow Interest (Liab In FD	10.00	10.00	10.00	
	Total Income		19,266.00	19,266.00	28,223.80	
	Expense					
		4005802 · Unemployment Insurance	1,400.00	174.45	1,500.00	
		4005803 · Liab Ins- Govt Crime	0.00	1,751.40	1,751.00	No increase anticipated
		4005804 · Liab Ins- Deduct/Retention	0.00	0.00	0.00	
		4005805 · Liab Ins- Prop/Pack/Umbrella	17,500.00	17,858.00	17,860.00	No increase anticipated
		4005806 · Liab Ins- Workers Comp	9,200.00	6,722.00	6,925.00	
	Total Expense		28,100.00	26,505.85	28,036.00	
	Net Ordinary Income		-8,834.00	-7,239.85	187.80	
	Net Income		-8,834.00	-7,239.85	187.80	

Plainfield Public Library
IMRF Fund
Working Budget FY2017

			FY16	MidYear FY16	FY17	Notes
Ordinary Income/Expense						
	Income					
		2504001 · Real Estate Taxes (IMRF)	207,006.00	207,006.00	202,475.52	
		2504400 · IMRF Tax Escrow Interest	10.00	10.00	10.00	
	Total Income		207,016.00	207,016.00	202,485.52	
	Expense					
		2505012 · IMRF Expense-ER	199,050.00	199,050.00	202,394.00	
	Total Expense		199,050.00	199,050.00	202,394.00	
	Net Ordinary Income		7,966.00	7,966.00	91.52	
Net Income			7,966.00	7,966.00	91.52	

Plainfield Public Library
FICA Fund
Working Budget FY2017

		FY16	MidYear FY16	FY17	Notes
Ordinary Income/Expense					
Income					
	2004001 · Real Estate Taxes (FICA)	147,632.00	147,632.00	144,388.28	
	2004100 · FICA Tax Escrow Interesr	10.00	10.00	10.00	
Total Income		147,642.00	147,642.00	144,398.28	
Expense					
	2005011 · FICA Expense	145,384.00	145,384.00	143,781.00	
Total Expense		145,384.00	145,384.00	143,781.00	
Net Ordinary Income		2,258.00	2,258.00	617.28	
Net Income		2,258.00	2,258.00	617.28	

**Plainfield Public Library
Audit Fund
Working Budget FY2017**

		FY16	MidYear FY16	FY17	Notes
Ordinary Income/Expense					
Income					
	3004001 - Real Estate Taxes (Audit)	6,419.00	6,419.00	8,298.18	
	3004400 - Tax Escrow Interest - Audit	10.00	10.00	10.00	
Total Income		6,429.00	6,429.00	8,308.18	
Expense					
	3005218 - Audit Expense	9,000.00	8,250.00	8,250.00	RFP low bidder
Total Expense		9,000.00	8,250.00	8,250.00	
Net Ordinary Income		-2,571.00	-1,821.00	58.18	
Net Income		-2,571.00	-1,821.00	58.18	

**Plainfield Public Library
Building, Sites and Maintenance Fund
Working Budget FY2017**

		FY16	MidYear FY16	FY17	Notes
Ordinary Income/Expense					
Income					
	5004001 · Real Estate Taxes - Site Fund	235,891.00	235,891.00	207,454.42	
	5004400 · Tax Escrow Interest - Site Fund	10.00	10.00	10.00	
Total Income		235,901.00	235,901.00	207,464.42	
Expense					
	5085212 · Custodial Services	36,000.00	31,063.34	27,170.00	Actual cost - new contract
	5085213 · Disposal Services	2,000.00	1,784.96	2,000.00	
	5085214 · Building Maintenance Agreement	5,000.00	3,476.13	5,000.00	
	5085215 · Equipment Maintenance Agreement	18,000.00	9,054.32	18,000.00	
	5085216 · Building Repair	90,000.00	59,449.42	90,000.00	FY2017 projects as identified by Building & Grounds Committee
	5085217 · Equipment Repair	35,000.00	14,429.24	35,000.00	
	5085399 · Contingencies	20,000.00	1,736.00	20,000.00	
	5085601 · Utilities - Electric	45,000.00	40,932.71	45,000.00	
	5085602 · Utilities - Gas	9,000.00	5,241.71	9,000.00	
	5085603 · Utilities - Water	3,360.00	2,798.49	3,360.00	
	5085604 · Building Supplies	22,000.00	12,458.41	10,000.00	Reduced to offset new Janitorial Supplies Line
	5085605 · Equipment & Tools	6,000.00	2,545.32	6,000.00	
	5085606 · Janitorial Supplies	0.00	764.84	10,000.00	
Total Expense		291,360.00	185,734.89	280,530.00	
Net Ordinary Income		-55,459.00	50,166.11	-73,065.58	
		-55,459.00	50,166.11	-73,065.58	

**Plainfield Public Library
Reserve Fund
Working Budget FY2017**

		FY16	MidYear FY16	FY17	Notes
Ordinary Income/Expense					
Income					
	7504250 · Grants - Construction	0.00	0.00	0.00	
	7504400 · Interest	10.00	10.00	10.00	
	7504450 · Prime Account Interest	0.00	0.00	0.00	
	7504504 · Impact Fees	25,000.00	25,000.00	25,000.00	
	7504505 · Transfer in from other Accounts	100,000.00	100,000.00	0.00	
	7504810 · In from General Fund	0.00	0.00	100,000.00	
	7504900 · Miscellaneous Income	0.00	0.00	0.00	
Total Income		125,010.00	125,010.00	125,010.00	
Expense					
	7505213 · Legal services	15,000.00	3,930.50	4,000.00	
	7505214 · Architechural Services	99,000.00	84,653.44	50,000.00	NH Architects
	7505215 · Public Relations	0.00	0.00	0.00	
	7508001 · Computers	30,000.00	20,934.23	0.00	
	7508003 · Furniture & Equipmet	25,000.00	13,188.07	0.00	
	7508004 · Community Relations	0.00	6,572.33	7,500.00	
	7508005 · Real Estate Acquistion	50,000.00	31,600.00	20,000.00	Options to purchase
	7508006 · BLDG Development	41,200.00	32,740.00	30,400.00	CCS with 2 full cost estimates
	7508007 · Demolition Costs	0.00	0.00	0.00	
	7509010 · Out to General Fund	0.00	0.00	0.00	
Total Expense		260,200.00	193,618.57	111,900.00	
Net Ordinary Income		-135,190.00	-68,608.57	13,110.00	
		-135,190.00	-68,608.57	13,110.00	

Plainfield Public Library
Fund Balances
Working Budget FY2017

Fund balances - FY2015 Year End	
General/Operating	\$ 1,093,213.00
Insurance	\$ 19,781.00
IMRF	\$ 304,782.00
FICA	\$ 201,911.00
Audit	\$ 12,290.00
Bldg Sites & Maint	\$ 567,566.00
Working Cash	\$ 26,835.00
	\$ 2,226,378.00
Reserve	\$ 301,286.00