

STATE OF ILLINOIS            )  
COUNTY OF McHENRY        )

**THE BOARD OF LIBRARY TRUSTEES  
OF THE McHENRY PUBLIC LIBRARY DISTRICT  
McHENRY, ILLINOIS**

**ORDINANCE No.     2024/2025-03**

**COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE  
FOR THE McHENRY PUBLIC LIBRARY DISTRICT  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024  
AND ENDING JUNE 30, 2025**

WHEREAS, the Illinois Municipal Budget Law, Illinois Revised Statutes, Chapter 85, Section 801, et. seq., as amended, requires all Illinois Municipal Corporations as broadly defined therein, to adopt a combined Annual Budget and Appropriation Ordinance, specifying the objects and purposes of expenditures; and the Illinois Public Library District Act, 75 ILCS 16/30-85, provides procedures for the passage of a Budget and Appropriation Ordinance and a Tax Levy Ordinance; and,

WHEREAS, pursuant to the above and other appropriate statutes, a Budget and Appropriation Ordinance has been prepared in tentative form at the designation of this Board, and has been made available for public inspection at least thirty (30) days prior to final action thereon, and a public hearing on said Budget and Appropriation Ordinance has been held prior to final action hereon, and notice of said hearing to be published on or before July 21, 2024, being more than 30 days prior to said hearing, in a newspaper published within the district.

NOW THEREFORE, BE IT ORDAINED by the President and Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT, McHenry, McHenry County, Illinois, as follows:

Section One:           The following budget containing a statement of cash on hand at the beginning of the fiscal year, an estimate of all cash receipts of said Library District to be received during such fiscal year from all sources, the estimated expenditures contemplated for such fiscal year and a statement of the estimated cash on hand at the end of such fiscal year be, and the same is hereby adopted as the Budget for said Library District for the fiscal year beginning July 1, 2024 and ending June 30, 2025, and the same sum are hereby appropriated as necessary to defray the said expenses and liabilities of this Public Library District, for the objects and purposes and in the estimated amounts as indicated, for said fiscal year:

<b>I. GENERAL FUND</b>		
<b>A. ESTIMATED REVENUE:</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Est. Cash on hand as of 05/31/2024	\$3,520,950.00	\$2,816,763.00
2. Property Taxes	\$4,720,475.00	\$3,776,371.19
3. Revenue Recapture—Property Taxes	\$ 12,250.00	\$ 9,790.28
4. Corporate Replacement Tax	\$ 0.00	\$ 0.00
5. Interest Income- General	\$ 181,250.00	\$ 145,000.00
6. Dividends	\$ 0.00	\$ 0.00
7. NonResident & Enhanced Fee Cards	\$ 1,575.00	\$ 1,250.00
8. Fines and Fees	\$ 21,875.00	\$ 17,500.00
9. Collection Agency Fees	\$ 625.00	\$ 500.00
10. Copy/Scan/Fax Income	\$ 23,125.00	\$ 18,500.00
11. Annexation & Developer Fees	\$ 31,250.00	\$ 25,000.00
12. Retiree & Cobra Insurance Payments	\$ 22,500.00	\$ 18,000.00
13. Program Fees/Misc. Fees	\$ 2,500.00	\$ 2,000.00
14. Meeting Room Fees	\$ 2,825.00	\$ 2,250.00
15. License Plate Renewal Fees	\$ 163,750.00	\$ 131,000.00
16. Miscellaneous Income	\$ 93,750.00	\$ 75,000.00
17. Lost & Damaged Materials	\$ 8,125.00	\$ 6,500.00
18. CCS/LLSAP Income	\$ 13,125.00	\$ 10,500.00
19. Solar Credits	\$ 5,625.00	\$ 4,500.00
20. Over/Short	\$ 625.00	\$ 500.00
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$8,826,200.00</b>	<b>\$7,060,724.47</b>

**B. APPROPRIATIONS FOR ESTIMATED EXPENDITURES**

<b>1. MATERIALS &amp; SUPPLIES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Adult Books	\$ 84,375.00	\$ 67,500.00
b. Youth Books	\$ 68,750.00	\$ 55,000.00
c. Professional Resources	\$ 3,125.00	\$ 2,500.00
d. Administrative Resources	\$ 4,375.00	\$ 3,500.00
e. Magazines and Newspapers	\$ 18,750.00	\$ 15,000.00
f. Adult AV Materials	\$ 38,750.00	\$ 31,000.00
g. Youth AV Materials	\$ 16,250.00	\$ 13,000.00
h. Library of Things	\$ 19,375.00	\$ 15,500.00
i. Video Games	\$ 18,750.00	\$ 15,000.00
j. Digital Media Services	\$ 143,875.00	\$ 115,100.00
k. Electronic Resources	\$ 106,250.00	\$ 85,000.00
l. Library Supplies	\$ 8,750.00	\$ 7,000.00
m. Tech. Services Supplies	\$ 40,900.00	\$ 32,725.00
n. Bindery Services	\$ 625.00	\$ 500.00
o. Adult Programs & Supplies	\$ 20,000.00	\$ 16,000.00
p. ComiCon	\$ 8,125.00	\$ 6,500.00
q. Circulation Supplies	\$ 9,375.00	\$ 7,500.00
r. Summer Reading Club	\$ 8,750.00	\$ 7,000.00
s. YS Programs & Supplies	\$ 20,625.00	\$ 16,500.00

<b>2. CONTRACTED SERVICES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Collection Agency Fees	\$ 1,575.00	\$ 1,250.00
b. IT/Computer, Copier & Equip. Outsourcing	\$ 162,500.00	\$ 130,000.00
c. Automation—Staff	\$ 43,750.00	\$ 35,000.00
d. Vehicle Expenses	\$ 9,375.00	\$ 7,500.00
e. Misc. Contracted Services	\$ 23,125.00	\$ 18,500.00
f. Library Bank/Finance/Late Fee	\$ 950.00	\$ 750.00
g. Public Pmt Processing Fees	\$ 6,250.00	\$ 5,000.00
h. License Plate Fee Settlement	\$ 143,750.00	\$ 115,000.00
<b>3. CONSORTIUM &amp; IT NETWORK SERVICES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Automation- Circulation & Catalog	\$ 140,200.00	\$ 113,750.00
b. VoIP Phone Service	\$ 30,625.00	\$ 24,500.00
c. Internet Service	\$ 16,875.00	\$ 13,500.00
<b>4. PROFESSIONAL SERVICES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Accounting, Payroll & Audit Services	\$ 76,575.00	\$ 61,250.00
b. Legal Services	\$ 31,250.00	\$ 25,000.00
c. Other Consulting Fees	\$ 97,500.00	\$ 78,000.00
d. In-Service/Staff Training/LMS	\$ 9,825.00	\$ 7,850.00
<b>5. PRINTING, PUBLICATIONS &amp; POSTAGE</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Printing Services Outsourced	\$ 68,750.00	\$ 55,000.00
b. Public Notices & Ads	\$ 2,825.00	\$ 2,250.00
c. Postage & Shipping	\$ 28,450.00	\$ 22,750.00
d. Printing/Copier Supplies	\$ 5,625.00	\$ 4,500.00
e. Public Relations/Promotions	\$ 12,825.00	\$ 10,250.00
<b>6. UTILITIES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Electricity	\$ 37,500.00	\$ 30,000.00
b. Gas	\$ 21,875.00	\$ 17,500.00
c. Water & Sewer	\$ 6,250.00	\$ 5,000.00
<b>7. MISCELLANEOUS OPERATING EXPENSES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Building & Auto Insurance	\$ 67,750.00	\$ 54,200.00
b. Bonding & Officers Liability	\$ 3,125.00	\$ 2,500.00
c. Janitorial Services & Supplies	\$ 76,875.00	\$ 61,500.00
d. Grounds Maintenance	\$ 56,500.00	\$ 45,200.00
e. Building Operations & Maintenance	\$ 87,500.00	\$ 70,000.00
f. Hospitality	\$ 8,350.00	\$ 6,675.00
g. Library Lost & Damaged Materials	\$ 1,250.00	\$ 1,000.00
h. Miscellaneous	\$ 1,250.00	\$ 1,000.00
<b>8. PERSONNEL EXPENSES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Salaries	\$2,256,250.00	\$1,805,000.00
b. FICA/Medicare	\$ 175,000.00	\$ 140,000.00

c. IMRF	\$ 268,750.00	\$ 215,000.00
d. Health & Life Insurance	\$ 400,000.00	\$ 320,000.00
e. Recruitment & Employment Screenings	\$ 5,000.00	\$ 4,000.00
f. Tuition Reimbursement	\$ 12,500.00	\$ 10,000.00
g. Telecommute Reimbursements	\$ 3,125.00	\$ 2,500.00
h. Memberships & Dues	\$ 8,400.00	\$ 6,725.00
i. Travel	\$ 16,825.00	\$ 13,450.00
j. Continuing Education	\$ 19,950.00	\$ 15,950.00

**9. CAPITAL EXPENSES**

	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Library Furnishings	\$ 31,250.00	\$ 25,000.00
b. Library Equipment	\$ 31,250.00	\$ 25,000.00
c. Small Equipment under \$250	\$ 6,250.00	\$ 5,000.00
d. Adtl. Capital Projects & Equipment	\$ 100,000.00	\$ 80,000.00

**10. Transfer to Reserve Fund \$ 2,062,500.00 \$1,650,000.00**

**TOTAL GENERAL FUND EXPENSES \$ 7,319,650.00 \$5,855,625.00**

	<b>APPROPRIATION</b>	<b>BUDGET</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 8,826,200.00</b>	<b>\$7,060,924.47</b>
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>\$ 7,319,650.00</b>	<b>\$5,855,625.00</b>

**II. GRANT and GIFT FUND**

**A. ESTIMATED REVENUE**

	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Est. Cash on hand as of 05/31/2024	\$ 667,175.00	\$ 533,739.00
2. Grant/Gift Fund Interest	\$ 34,375.00	\$ 27,500.00
3. General Fund Gifts	\$ 218,750.00	\$ 175,000.00
4. Per Capita Grant	\$ 81,250.00	\$ 65,000.00
5. Misc. Grants	\$ 81,250.00	\$ 65,000.00

**TOTAL GRANT and GIFT FUND REVENUE \$1,084,250.00 \$ 867,406.00**

**B. ESTIMATED EXPENSES**

	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Operating Fund Gifts	\$ 281,250.00	\$ 225,000.00
2. Per Capita Grant; Current FY	\$ 81,250.00	\$ 65,000.00
3. Per Capita Grant; Previous FY	\$ 31,250.00	\$ 25,000.00
4. Additional Fund Expenses	\$ 6,250.00	\$ 5,000.00
5. Misc. Grants	\$ 81,250.00	\$ 65,000.00

**TOTAL GRANT and GIFT FUND EXPENSES \$ 481,250.00 \$ 385,000.00**

Transfer to Reserve Fund \$ 0.00 \$ 0.00

**TOTAL GRANT and GIFT FUND REVENUES \$ 1,082,800.00 \$ 866,239.00**  
**TOTAL GRANT and GIFT FUND EXPENSES \$ 481,250.00 \$ 385,000.00**

**III. SPECIAL RESERVE FUND**

<b>A. ESTIMATED REVENUES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Est. Cash on hand as of 05/31/2024	\$ 1,590,800.00	\$1,272,633.00
2. Developer Fees	\$ 218,750.00	\$ 175,000.00
3. Reserve Fund Interest	\$ 81,250.00	\$ 65,000.00
4. Reserve Fund Gifts	\$ 6,250.00	\$ 5,000.00
5. Bond & Debt Certificate Sale	\$ 0.00	\$ 0.00
6. Transfer from Other Funds	\$ 2,062,500.00	\$1,650,000.00
7. Misc. Income SR	\$ 625.00	\$ 500.00
<b>TOTAL SPECIAL RESERVE FUND REVENUES</b>	<b>\$ 3,960,175.00</b>	<b>\$3,168,133.00</b>
<b>B. ESTIMATED EXPENSES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Debt Service	\$ 0.00	\$ 0.00
2. Improvements not related to Expansion/Renovation	\$ 187,500.00	\$ 150,000.00
3. Expenditures Pursuant To Statutory Guidelines of the LIBRARY DISTRICT ACT, 75 ILCS 16/40-50	\$ 500,000.00	\$ 400,000.00
<b>TOTAL SPECIAL RESERVE FUND EXPENSES</b>	<b>\$ 687,500.00</b>	<b>\$ 550,000.00</b>
<b>TOTAL SPECIAL RESERVE FUND REVENUES</b>	<b>\$ 3,960,175.00</b>	<b>\$3,168,133.00</b>
<b>TOTAL SPECIAL RESERVE FUND EXPENSES</b>	<b>\$ 687,500.00</b>	<b>\$ 550,000.00</b>

Section Two: There is hereby appropriated from the taxes to be levied for the fiscal year and other sources of revenue:

<b>I. General Fund</b>	\$ 7,319,650.00
<b>II. Grant and Gift Fund</b>	\$ 481,250.00
<b>III. Special Reserve Fund</b>	\$ 687,500.00
<b>TOTAL</b>	<b>\$ 8,488,400.00</b>

Section Three: There is hereby appropriated from the taxes to be levied for the fiscal year and other sources of income the sum of:

**\$ 8,488,400.00**

the same to be divided among the several corporate objects and purposes as herein above specified for said Library District purposes for the aforesaid fiscal year.

Section Four: All unexpended balances of proceeds received annually from Public Library District taxes not in excess of statutory limits may be transferred to the

Special Reserve Fund, heretofore established according to plans developed and adopted by this Library Board and said unexpended balances shall be accumulated in this fund for the purpose of erecting a new Public Library building, purchasing a site for the same, or building an addition thereto, or furnishing necessary equipment therefor, or acquiring electronic data storage and retrieval facilities.

Section Five: Except as otherwise provided by law, no further appropriations shall be made at any time within such fiscal year, provided that this Library Board may from time to time make transfers between the various items in any fund not affecting the total amount appropriated, or appropriations in excess of those authorized by the Budget in order to meet an immediate and unforeseen emergency by a two-thirds (2/3) vote of the Trustees present and voting, as provided by 75 ILCS 16/30-90 et. seq., and this Library Board may amend this Budget and Appropriation Ordinance from time to time by the same procedure as prescribed by Statute for the original adoption of a Budget and Appropriation Ordinance; provided, that nothing in this Section shall be construed to permit transfer between Funds required by law to be kept separate. Any remaining balances after the close of this fiscal year up to twenty percent (20%) of the appropriation shall be available until August 30th for the authorization of payment of obligations incurred prior to the close of the fiscal year, and until September 30th, for the payment of such obligations, and any remaining balances shall be available for the transfer to special reserve to be accumulated, as provided by 75 ILCS 16/40-50.

Section Six: A copy of this Ordinance in tentative form has been made available for public inspection at the Public Library for thirty (30) days and by publishing in a newspaper published within this Public Library District in substantially the following form.

Section Seven: This Ordinance is passed pursuant to statutory authority and the Illinois Public Library District Act, 75 ILCS 16/30-55, et. seq, 75 ILCS 16/30-85 et. seq.; and 75 ILCS 16/40-50 et. seq.; and the Illinois Revenue Code, 35 ILCS 205/157 et. seq., and other statutes hereunto appertaining.

Section Eight: This Library Board hereby certifies that all applicable provisions of 35 ILCS 215/1 as amended, ("The Illinois Truth-in-Taxation Statute") have been complied with.

Section Nine: Pursuant to 35 ILCS 200/18-165 this Library Board hereby determines that no surplus of funds is available for any debt, obligation, liability, operation, fund or account for any purpose, and accordingly the abatement and reduction of provisions of the Personal Property Tax Replacement Fund Act are not applicable thereto.

Section Ten: This Ordinance shall be in full force and effect from and after its passage, approval, and publication, according to law, and any resolutions or ordinance in conflict therewith are hereby repealed; and should any part of this Ordinance be adjudged invalid or unconstitutional, such adjudication shall affect only that part of this Act specifically covered thereby, and shall not affect any other provisions or part of this Act, but shall be severable therefrom.

PASSED by the Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT,  
McHENRY COUNTY, McHENRY, ILLINOIS, this 20th day of August 2024 by a vote of:

AYES: 5- Alexander, Leccese, Reilly, Wallace, Weingaert

NAYS: 0

ABSTAIN: 0

ABSENT: 1- Sutuff

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



Charles Reilly, President  
Board of Library Trustees

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

Monica Leccese  
Monica Leccese, Secretary  
Board of Library Trustees

State of Illinois  
County of McHenry

This instrument was acknowledged before me on August 20, 2024 (date) by (name of person) Charles Reilly as (authority/officer) President of (name of entity on behalf of whom instrument was executed) McHenry Public Library District

Seal



Lesley E. Jakacki 01-11-25  
Lesley E. Jakacki, Notary Public EXPIRES



STATE OF ILLINOIS            )  
COUNTY OF McHENRY        )

**THE BOARD OF LIBRARY TRUSTEES  
OF THE McHENRY PUBLIC LIBRARY DISTRICT  
McHENRY COUNTY, McHENRY, ILLINOIS**

**PUBLIC NOTICE**

PUBLIC NOTICE IS HEREBY GIVEN that a Budget and Appropriation Ordinance for the McHENRY PUBLIC LIBRARY DISTRICT, McHENRY COUNTY, McHENRY, ILLINOIS, for the fiscal year beginning July 1, 2024, and ending June 30, 2025, is on file and conveniently available for public inspection at the McHENRY PUBLIC LIBRARY DISTRICT, 809 Front Street, McHenry, Illinois and with the Secretary of the District, Monica Leccese, and the Library's Executive Director, Lesley Jakacki, at 809 Front Street, McHenry, Illinois.

FURTHER NOTICE IS HEREBY GIVEN that a public hearing on said Budget and Appropriation Ordinance was held on Tuesday, August 20, 2024, 7:00 pm at the McHENRY PUBLIC LIBRARY DISTRICT BUILDING, 809 Front Street, McHenry, Illinois, and that final action was taken during a regular meeting directly thereafter by the Board of Library Trustees.

Published by direction of the Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT, McHENRY COUNTY, McHENRY, ILLINOIS.

DATED this 20th day of August, 2024

THE McHENRY PUBLIC LIBRARY DISTRICT, McHENRY COUNTY, McHENRY, ILLINOIS

BY: Monica Leccese  
Monica Leccese, Secretary  
Board of Library Trustees

STATE OF ILLINOIS        )  
COUNTY OF McHENRY    )

CERTIFICATE

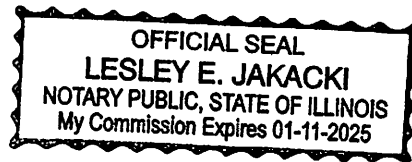
I, MONICA LECCESE, DO HEREBY CERTIFY that the attached ORDINANCE NO. FY 2024/2025—03, COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE McHENRY PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025, is a true and correct copy of said Ordinance which was presented in a public hearing on August 20th, 2024, and passed, and recorded by said Library Board at their Library Board meeting on August 20, 24, 2024.

Monica Leccese  
Monica Leccese, Secretary  
McHenry Public Library District  
Board of Library Trustees

Subscribed and sworn before me this 20th day of August 2024.

Lesley E. Jakacki  
Lesley E. Jakacki, Notary Public

My commission expires: 01-11-2025



STATE OF ILLINOIS    )  
COUNTY OF McHENRY    )

**THE BOARD OF LIBRARY TRUSTEES  
OF THE McHENRY PUBLIC LIBRARY DISTRICT  
McHENRY, ILLINOIS**

**CERTIFIED ESTIMATE OF REVENUES BY SOURCE**

I, Terry Weingart, certify that I am the duly qualified and acting Treasurer of the Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT of McHenry Country, McHenry, Illinois, and as such, I am the chief fiscal officer of said Library District.

I, Terry Weingart, Chief Fiscal Officer of the McHenry Public Library District DO HEREBY CERTIFY that the attached is a true estimate of the revenues anticipated to be received by the McHenry Public Library District in the fiscal year 2024-2025 for the funds indicated.

IN WITNESS WHEREOF, I have affixed my signature this 20th day of August, 2024.



Terry Weingart, Treasurer  
McHenry Public Library District  
Board of Library Trustees

Attest:



Monica Leccese, Secretary  
McHenry Public Library District  
Board of Library Trustees