

Bloomington Public Library

Books are just the beginning.



Bloomington Public Library
Board of Trustees
Budget and Personnel Committee

Tuesday, October 11, 2022
5:30 p.m.

Oak Conference Center
The Government Center
115 E. Washington Street
Bloomington, IL 61701

Agenda

- I. Call to Order
- II. Roll Call
- III. Introductions
- IV. Public Comment
- V. Consent Agenda
 - A. Approval of April 12, 2022 Minutes
 - B. Approval of April 12, 2022 Executive Session Minutes
- VI. Discussion Items
 - A. Review FY24 Maintenance & Operating Budget
 - B. Review FY24 Fixed Asset Budget
- VII. Adjournment

Posted: 10.5.22 3:15 p.m.

Bloomington Public Library
Board of Trustees
Budget and Personnel Committee

Tuesday, April 12, 2022
5:30 p.m.

William C. Wetzel Reading Room
205 E. Olive Street, Bloomington, IL 61701

Minutes

I. Call to Order

Catrina Parker, Chair, called the meeting to order at 5:35 p.m.

II. Roll Call

Members Present: Alicia Henry, Matt Watchinski, Katrina
Parker, Julian Westerhout

Members Absent: John Argenziano

Others Present: Caprice Prochnow

III. Introductions

There were no public present.

IV. Public Comment

There were no public comments.

V. Approval of Minutes

A. November 2, 2021

Matt Watchinski moved, Julian Westerhout seconded to approve the minutes from the November 2, 2021 meeting. The motion carried unanimously.

VI. Executive Session - Personnel (5ILCS 120/2 (c) (1))

Matt Watchinski moved, Alicia Henry seconded to go into Executive Session to discuss the Director's evaluation for FY22.

Ayes: Alicia Henry, Matt Watchinski, Katrina Parker, Julian
Westerhout

Nays: None

Absent: John Argenziano

The motion carried unanimously.

The Board went into Executive Session at 5:37 p.m.

Matt Watchinski moved, Alicia Henry seconded, to resume regular session. The motion carried unanimously.

The Board resumed regular session at 6:06 p.m.

Catrina Parker, Chair, stated that no action was taken during Executive Session.

VII. Approval of Recommendation to Full Board on Merit Increase for Director for FY23

Matt Watchinski moved, Julian Westerhout seconded to approve recommending to the full Board that the Director receive a merit increase for FY23.

VIII. Adjournment

Matt Watchinski moved, Alicia Henry seconded, to adjourn the meeting. The motion carried unanimously.

Catrina Parker, Chair, adjourned the meeting at 6:07 p.m.

**2022 Proposed & Historical Tax Levy
For FY2024 Budget Year**

Bloomington Public Library

<i>Levy Type</i>	<i>2022 Proposed Tax Levy</i>	<i>2021 Tax Levy</i>	<i>2020 Tax Levy</i>	<i>2019 Tax Levy</i>	<i>2018 Tax Levy</i>	<i>2017 Tax Levy</i>
LIBRARY OPERATIONS	\$ 5,362,000	\$ 5,017,785	\$ 4,967,785	\$ 4,935,359	\$ 4,871,840	\$ 4,823,604
LIBRARY EXPANSION	\$ 1,085,000	\$ 850,000	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 6,447,000	\$ 5,867,785	\$ 4,967,785	\$ 4,935,359	\$ 4,871,840	\$ 4,823,604
Operations Increase	\$ 344,215	\$ 50,000				
Expansion Project Increase	\$ 235,000	\$ 850,000				
Dollar Increase/(Decrease)	\$ 579,215	\$ 900,000	\$ 32,426	\$ 63,519	\$ 48,236	\$ 140,493
Percent Increase/(Decrease)	9.87%	18.12%	0.66%	1.30%	1.00%	3.00%
EAV	2,058,750,000	1,926,553,423	1,887,703,781	1,881,602,162	1,867,939,698	1,858,132,129
Estimated Operating Tax Rate	0.26045%	0.26045%	0.26317%	0.26230%	0.26081%	0.25959%
Estimated Expansion Tax Rate	0.05270%	0.04412%	0.00000%	0.00000%	0.00000%	0.00000%
Estimated Tax Rate	0.31315%	0.30457%	0.26317%	0.26230%	0.26081%	0.2596%
Inc in Operating Tax Rate	0.0000%	-0.0027%	0.0009%	0.0015%	0.0012%	0.2596%
Inc in Expansion Tax Rate	0.0086%	0.0441%	0.0000%	0.0000%	0.0000%	0.0000%
Increase in Rate	0.0086%	0.0414%	0.0009%	0.0015%	0.0012%	0.0066%
House EAV (165K full value)	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
Tax Increase	\$ 4.72	\$ 22.77	\$ 0.48	\$ 0.82	\$ 0.67	\$ 3.65

LIBRARY							
MAINTENANCE & OPERATING BUDGET							
FISCAL YEAR 2022-2024							
Account	Account	FY 22	FY 22	FY 23		\$ Diff From	% Diff From
Number	Title	Budget	Actual	Budget	FY 24 Proposed	FY 23 to FY 24	FY 23 to FY 24
50110	Property Taxes	4,967,785	4,966,564	5,017,785	5,362,000	344,215	6.9%
50110-11000	Property Taxes-Expansion	-	-	851,046	1,085,000	233,954	27.5%
53020	Replacement Tax	130,400	130,400	130,400	130,400	-	0.0%
53120	State Grants	95,700	113,000	112,700	116,000	3,300	2.9%
53120-12000	State Grants-Pandemic Grant	-	110	-	-	-	N/A
53120-11000	State Grants-Expansion	5,681,759	-	-	4,972,040	4,972,040	N/A
53370	From Golden Prairie PL Dist	402,000	408,270	429,600	437,921	8,321	1.9%
54490	Library Fees & Rentals	5,000	12,554	8,000	10,000	2,000	25.0%
54720	Copies (merged w/ Other Misc Income)	3,000	2,695	2,700	-	(2,700)	-100.0%
56010	Interest from Investments	5,000	4,171	2,000	10,000	8,000	400.0%
56010-11000	Interest-Expansion	-	-	-	100,000	100,000	N/A
56020	Interest From Taxes	-	74	-	-	-	N/A
57310	Donations	10,000	22,257	20,000	25,000	5,000	25.0%
57310-1100	Donations-Expansion	75,000	75,080	550,000	150,000	(400,000)	-72.7%
57350	Other Private Grants	-	500	-	-	-	N/A
	Property Damage Claim		1,921	-	-	-	N/A
57510-11000	Bond Proceeds-Expansion	14,200,000	-	-	-	-	N/A
57610	Cash Over/Short	-	(18)	-	-	-	N/A
57990	Other Misc Income	24,211	43,556	25,000	40,000	15,000	60.0%
	Fr Library Fund Balance	-	-	-	-	-	N/A
	Fr Library Fixed Asset Fund	-	-	-	-	-	N/A
	Fr Illinois Funds Fund Balance	1,310,079	-	1,625,000	-	(1,625,000)	-100.0%
	Total Revenues	26,909,934	5,781,134	8,774,231	12,438,361	3,664,130	41.8%
61100	Full Time Salaries	2,466,734	2,402,674	2,526,933	2,684,344	157,411	6.2%
61110	Part Time Salaries	465,048	395,790	503,788	558,280	54,492	10.8%
61130	Seasonal Salaries	65,510	20,790	69,891	57,144	(12,747)	-18.2%
61150	Overtime Salaries	1,100	198	1,100	1,100	-	0.0%
61190	Other Salaries	-	12,720	-	20,000	20,000	N/A
62100	Dental Insurance	11,064	9,006	11,000	11,400	400	3.6%
62109	Health Insurance HAMP HMO	33,053	9,034	8,060	6,600	(1,460)	-18.1%
62110	Life Insurance	3,100	2,950	3,100	3,125	25	0.8%
62111	Vision Insurance	3,024	2,778	3,000	5,724	2,724	90.8%
62113	HI PPO 600/1200	250,906	192,008	275,812	298,980	23,168	8.4%
62114	HI PPO W/ HSA	-	93,243	-	79,800	79,800	N/A
62115	RHS Contributions	-	6,534	-	7,500	7,500	N/A
62116	HSA City Contribution	16,000	16,100	18,100	14,800	(3,300)	-18.2%
62120	IMRF	246,673	282,981	278,007	295,278	17,271	6.2%
62130	FICA	185,832	170,042	192,387	204,586	12,199	6.3%
62140	Medicare	43,461	39,768	44,994	47,847	2,853	6.3%
62160	Worker's Comp	18,299	9,068	12,000	25,089	13,089	109.1%
62190	Staff Uniforms	800	837	1,100	1,100	-	0.0%
62210	Tuition Reimbursement	26,000	-	20,000	10,000	(10,000)	-50.0%
62990	Other Benefits	20,000	47,885	22,000	22,000	-	0.0%
70051-11000	Architectural/Design Services	1,276,991	920,050	-	5,000	5,000	N/A
70420	Equipment Rental	20,000	14,802	20,000	19,000	(1,000)	-5.0%
70510	Building Maintenance	140,000	83,945	140,000	140,000	-	0.0%
70510-11000	Building Maintenance-Exp	-	-	-	170,000	170,000	N/A
70520	Vehicle Maintenance	12,000	16,850	12,000	17,000	5,000	41.7%
70530	Office/Equipment Maintenance	190,000	168,286	190,000	185,000	(5,000)	-2.6%
70610	Advertising	50,000	44,644	50,000	50,000	-	0.0%
70611	Printing/Binding	20,000	18,585	12,000	20,000	8,000	66.7%
70630	Travel	500	250	500	500	-	0.0%
70631	Membership Dues	5,500	5,180	5,000	5,000	-	0.0%
70632	Professional Development	10,000	4,980	10,000	8,000	(2,000)	-20.0%
70690	Other Purchased Services	140,000	105,387	130,000	130,000	-	0.0%
70690-11000	Other Purchased Srv-Expansion	96,838	91,329	-	140,000	140,000	N/A
70690-12000	Other Prchd Srv-Pan Grant	-	3,230	-	-	-	N/A
70790	Other Insurance	35,000	41,579	45,000	45,000	-	0.0%
71010	Office Supplies	20,000	11,516	15,000	15,000	-	0.0%
71010-11000	Office Supplies-Expansion	-	-	2,175,000	95,000	(2,080,000)	-95.6%
71010-70000	Office Sups-COVID-19	-	542	-	-	-	N/A
71013	Computer Supplies	80,000	71,606	85,000	90,000	5,000	5.9%

71013-12000	Comptr Sps-Pan Grant	-	6,920	-	-	-	N/A
71017	Postage	4,500	216	5,000	2,000	(3,000)	-60.0%
71020	Library Supplies	80,000	49,582	80,000	70,000	(10,000)	-12.5%
71024	Janitorial Supplies	18,000	11,820	20,000	23,000	3,000	15.0%
71070	Fuel	6,000	4,439	6,000	6,000	-	0.0%
71080	Bldg & Maint Supplies	18,000	9,222	15,000	15,500	500	3.3%
71310	Natural Gas	28,000	32,835	21,000	36,000	15,000	71.4%
71320	Electricity	90,000	94,598	92,000	110,449	18,449	20.1%
71330	Water	9,000	6,730	6,000	7,500	1,500	25.0%
71340	Telecommunications	32,700	37,766	42,000	49,000	7,000	16.7%
71410	Professional Collection	1,500	646	1,500	1,000	(500)	-33.3%
71411	Non-Traditional Materials	5,000	5,938	5,000	5,000	-	0.0%
71420	Periodicals	20,000	21,046	20,000	20,000	-	0.0%
71430	Adult Books	157,500	155,428	160,000	163,000	3,000	1.9%
71440	Children's Books	123,400	117,872	125,000	126,000	1,000	0.8%
71470	A/V Materials	111,600	85,366	111,600	110,000	(1,600)	-1.4%
71480	Public Access Software	132,000	86,083	105,000	105,675	675	0.6%
71490	Downloadables	179,950	181,981	180,000	190,000	10,000	5.6%
72520-11000	Buildings-Expansion	21,170,000	-	-	-	-	N/A
79120	Employee Relations	5,000	1,565	7,000	5,000	(2,000)	-28.6%
79990	Other Misc. Expenses	10,000	6,161	10,313	7,000	(3,313)	-32.1%
89237	To Library Equip Replacement	-	-	30,000	-	(30,000)	-100.0%
89409	Lib Expansion Project Fund	-	31,342	-	-	-	N/A
	To Capital Fund	31,342	-	-	4,812,040	4,812,040	N/A
89301	To General Bond & Interest	-	-	851,046	1,085,000	233,954	27.5%
						-	N/A
	Total Expenses	28,186,925	6,264,723	8,774,231	12,438,361	3,664,130	41.8%
	Total Revenues	26,909,934	5,781,134	8,774,231	12,438,361	3,664,130	41.8%
	Rev Over Exp (Surplus)	(1,276,991)	(483,589)	-	-	-	N/A
Items highlighted in yellow are for construction							

LIBRARY							
FIXED ASSET BUDGET							
FISCAL YEAR 2022-2024							
						\$ Diff From	% Diff From
Account Number	Account Title	FY 22 Budget	FY 22 Actual	FY 23 Budget	FY 24 Revised Proposed	FY 23 to FY 24 Budget	FY 20 to FY 21 Budget
56010	Interest from Investments	5,000	1,146	275	15,000	14,725	5354.5%
57114	Sale of Equipment	-				-	
57310	Donations	-				-	
57350	Other Private Grants	-				-	
85231	From M & O	-		30,000		(30,000)	-100.0%
	From Illinois Funds Fund Bal	50,000		264,725		(264,725)	-100.0%
						-	
	Total Revenues	55,000	1,146	295,000	15,000	(280,000)	-94.9%
						-	
72110	Office Furniture	-		250,000		(250,000)	-100.0%
72120	Office & Computer Equipment	23,245	13,245			-	
72130	Licensed Vehicles	31,755		45,000		(45,000)	-100.0%
72140	Equip Other Than Office	-				-	
72520	Buildings	-				-	
72620	Other Cap Improvements	-				-	
79196	Contribution to Fund Balance	-			15,000	15,000	
		-				-	
	Total Expenses	55,000	13,245	295,000	15,000	(280,000)	-94.9%
	Total Revenues	55,000	1,146	295,000	15,000	(280,000)	-94.9%
	Rev Over Exp (Surplus)	-	(12,099)	-	-	-	