

ORDINANCE NO. 2024-4
WILLIAMSFIELD PUBLIC LIBRARY DISTRICT
BUDGET & APPROPRIATION ORDINANCE

Annual Budget and Appropriation for the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT for the fiscal year commencing **July 1, 2024** and ending **June 30, 2025**.

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE WILLIAMSFIELD PUBLIC LIBRARY DISTRICT, Knox, Peoria and Stark Counties, Illinois, as follows:

SECTION 1: The following sums of money or as much thereof as may be authorized by law and as may be needed, which are deemed necessary to defray all necessary expenses and liabilities of the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT, be and the same are hereby budgeted and appropriated for the corporate purposes and objects of the said WILLIAMSFIELD PUBLIC LIBRARY DISTRICT, hereinafter specified for the GENERAL CORPORATE FUND, MEMORIAL FUND and SPECIAL RESERVE FUND for the fiscal year commencing on the **1st day of July, 2024** and ending on the **30th day of June, 2025**, that the estimate of the receipted expenditures and total amount appropriated for each corporate object and purpose for each fund is set forth hereinafter:

SECTION 2: GENERAL CORPORATE FUND

A. ESTIMATED REVENUES:

Beginning Cash Balance (includes \$28,640 in deposits from 2023 Tax Levy)	<u>\$ 43,080</u>
Book Fines and Replacement Fees	<u>\$ 1,000</u>
Copier and Fax Income	<u>\$ 1,000</u>
Donations / Fundraising	<u>\$ 10,000</u>
Interest	<u>\$ 800</u>
Grants	<u>\$ 10,000</u>
2023 Corporate Tax Levy (\$180,200 less prior Distribution of \$28,640 from 2023 Levy)	<u>\$ 151,560</u>
2024 Corporate Tax Levy Anticipated Distribution	<u>\$ 40,000</u>
Contributions from the Ralph C. Norman Foundation	<u>\$ 10,000</u>
Other	<u>\$ 2,000</u>

TOTAL REVENUES and BEGINNING CASH BALANCE:

\$ 269,440

B. ESTIMATED APPROPRIATIONS/EXPENDITURES:

<u>ITEM BUDGETED</u>	<u>TAX</u>	<u>OTHER</u>	<u>TOTAL</u>
Audit/Accounting	\$ 5,000	\$ -	\$ 5,000
Books, Periodicals & Magazines	\$ 18,000	\$ 2,000	\$ 20,000
Building Repairs, Improvements & Supplies	\$ 10,600	\$ 1,900	\$ 12,500
Contractual Services	\$ 15,000	\$ 5,000	\$ 20,000
Debt Repayment	\$ -	\$ -	\$ -
Employee Benefits	\$ 8,000	\$ 3,000	\$ 11,000
Furniture and Fixtures	\$ 2,500	\$ 6,000	\$ 8,500
Legal Fees	\$ 1,500	\$ 500	\$ 2,000
Legal Notices	\$ 1,000	\$ -	\$ 1,000
Liability, Casualty, Work Comp., & Bond Ins.	\$ 5,000	\$ 500	\$ 5,500
Office Supplies	\$ 4,000	\$ 1,000	\$ 5,000
Other	\$ 1,000	\$ 1,000	\$ 2,000
Payroll Taxes (Employer's Share SS / Medical Programs, Promotions & Special Events)	\$ 12,000	\$ 2,000	\$ 14,000
Salaries (Gross, incl. Employee's Payroll Tax)	\$ 75,000	\$ 22,000	\$ 97,000
Specific Grant Expenditures	\$ -	\$ 3,500	\$ 3,500
Technology Service and Repairs	\$ 3,000	\$ -	\$ 3,000
Technology Equipment and Software	\$ 4,000	\$ 1,000	\$ 5,000
Transfer to Special Reserve Fund	\$ -	\$ 25,000	\$ 25,000
Travel, Dues, Memberships & Training	\$ 600	\$ 1,400	\$ 2,000
Utilities	\$ 8,000	\$ 2,000	\$ 10,000
TOTALS:	\$ 180,200	\$ 82,800	\$ 263,000

C. ESTIMATED CASH BALANCE ON HAND AT YEAR END:

\$ 6,440

SECTION 3: MEMORIAL FUND

A. ESTIMATED REVENUES:

Beginning Cash Balance	\$ 1,999
Contributions and Memorials	\$ 5,000
Interest	\$ -
TOTAL REVENUES and BEGINNING CASH BALANCE:	\$ 6,999

B. ESTIMATED APPROPRIATIONS/EXPENDITURES:

<u>ITEM BUDGETED</u>	<u>TAX</u>	<u>OTHER</u>	<u>TOTAL</u>
Books	\$ -	\$ 1,000	\$ 1,000
Furniture and Equipment	\$ -	\$ 2,000	\$ 2,000
Building Improvement	\$ -	\$ 3,000	\$ 3,000
Transfer to Special Reserve Fund	\$ -	\$ -	\$ -
TOTALS:	\$ -	\$ 6,000	\$ 6,000

C. ESTIMATED CASH BALANCE ON HAND AT YEAR END: \$ 999

SECTION 4: SPECIAL RESERVE FUND

A. ESTIMATED REVENUES:

Beginning Cash Balance	\$ 99,679
Contributions	\$ -
Grants	\$ -
Interest	\$ -
Loan Proceeds (Bank of Yates City)	\$ -
Transfer from General Corporate Fund	\$ 25,000
Transfer from Memorial Fund	\$ -

TOTAL REVENUES and BEGINNING CASH BALANCE: \$ 124,679

B. ESTIMATED APPROPRIATIONS/EXPENDITURES:

<u>ITEM BUDGETED</u>	<u>TAX</u>	<u>OTHER</u>	<u>TOTAL</u>
Debt Repayment	\$ -	\$ -	\$ -
Improvements (including New Building)	\$ -	\$ 80,000	\$ 80,000
Other	\$ -	\$ 5,000	\$ 5,000
TOTALS:	\$ -	\$ 85,000	\$ 85,000

C. ESTIMATED CASH BALANCE ON HAND AT YEAR END: \$ 39,679

SECTION 5: SUMMARY. The amount appropriated for Library purposes for the fiscal year beginning **July 1, 2023** and ending **June 30, 2024**, by fund is as follows:

GENERAL CORPORATE FUND	<u>\$ 263,000</u>
MEMORIAL FUND	<u>\$ 6,000</u>
SPECIAL RESERVE FUND	<u>\$ 85,000</u>
TOTAL APPROPRIATIONS:	<u>\$ 354,000</u>

SECTION 6: Each appropriated fund total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectively in Section 5 constituting the total appropriations in the amount of **Three Hundred Fifty-four Thousand Dollars (\$354,000.00)** for the fiscal year beginning **July 1, 2024** and ending **June 30, 2025**.

SECTION 7: Any unexpended balance of any times of any appropriations made by this Budget may be expended in making up any insufficiency in any other items of appropriations made by this Budget upon approval of the Board of Trustees.

SECTION 8: Any sum of money heretofore appropriated and not heretofore expended and now in the treasury of said Library District or that may hereafter come into the Treasury of said Library District by way of State Regulations, State Income Taxes, or Grants, or Federal Grants, Fines, Judgments, Claims, Investments or Gifts is hereby appropriated by this Budget.

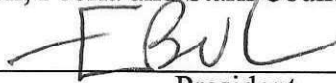
SECTION 9: The invalidity of any Section or portions or items of this Budget shall not effect the validity of any other portion thereof or the appropriation for any item or Fund which be given effect without such valid parts.

SECTION 10: The Secretary of the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT is hereby authorized and directed to publish this Ordinance at least once in the KNOXVILLE BULLETIN, a newspaper published in Knox County and having general circulation in the district.

ADOPTED this **23rd day of September, 2024**, pursuant to a roll call vote by the Board of Trustees of the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT.


<u>BOARD OF TRUSTEES</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
<u>Jana Kutkat</u>	<u>X</u>		
<u>Laura Gibbs</u>	<u>X</u>		
<u>Abigail Gruber</u>	<u>X</u>		
<u>Robert Haugland</u>			<u>X</u>
<u>Eric Bell</u>	<u>X</u>		
<u>Ashley Little</u>			<u>X</u>
<u>Courtney Newell</u>			<u>X</u>

WILLIAMSFIELD PUBLIC LIBRARY DISTRICT,
of Knox, Peoria and Stark Counties, Illinois.



President

ATTEST:



Secretary, Board of Trustees

**CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE
IN ACCORDANCE WITH SECTION 18-50 OF THE
ILLINOIS PROPERTY TAX CODE**

The Undersigned, being the Secretary of the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT, does hereby CERTIFY that attached hereto is a true and correct copy of the Budget & Appropriation Ordinance of said District for its 2024/2025 fiscal year, adopted September 23, 2024.

This certification is made and filed pursuant to the requirements of Section 18-50 of the Illinois Property Tax Code (35 ILCS 200/18-50) and on behalf of the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT.

I FURTHER CERTIFY that the aforesaid Ordinance was duly published in the KNOXVILLE BULLETIN, a newspaper published in Knox County and having general circulation in the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT, in the County of Knox and State of Illinois, on the ____ day of _____, 2024.

Dated this 23RD day of September, 2024.



Secretary

**CERTIFICATION OF CHIEF FISCAL OFFICER
OF
WILLIAMSFIELD PUBLIC LIBRARY DISTRICT**


STATE OF ILLINOIS,)
) SS.
COUNTY OF KNOX.)

I, ABIGAIL GRUBER, Treasurer of the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT, in the Counties of Knox, Peoria and Stark and State of Illinois, DO HEREBY CERTIFY that the revenues shown for each Fund in the above and foregoing Certified copy of the Budget and Appropriation Ordinance are a true estimate of the revenues, by source, anticipated to be received by the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT, for the fiscal year commencing on the **1st day of July, 2024** and ending on the **30th day of June, 2025**.

This certification is made and filed pursuant to the requirements of Section 18-50 of the Illinois Property Tax Code (35 ILCS 200/18-50) and on behalf of the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT, in Knox, Peoria and Stark Counties, Illinois.

I FURTHER CERTIFY that I am Treasurer and the Chief Fiscal Officer of the said WILLIAMSFIELD PUBLIC LIBRARY DISTRICT.

IN WITNESS WHEREOF, I have hereunto set my hand this **23rd day of September, 2024**.



Treasurer of the WILLIAMSFIELD PUBLIC LIBRARY DISTRICT

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