

**Winnetka-Northfield Public Library District
Special Meeting of The Board of Trustees**

**THE MEETING WILL BEGIN AT 7:00 PM AND WILL BE HELD AT THE NORTHFIELD LIBRARY.
INSTRUCTIONS TO JOIN VIRTUALLY POSTED AT WWW.WNPLD.ORG**

AGENDA

Monday, June 2, 2025

- I. Call to Order**
- II. Roll Call**
- III. Public Comments**
- IV. New Business**
 - Review of Draft FY25-26 Working Budget*
- V. Communications**
 - The next regular meeting will be on Wednesday, June 18th at 7pm at the Northfield Library.
- VI. Public Comments**
- VII. Adjournment**

Winnetka-Northfield Public Library District Draft FY25-26 Working Budget

		FY24-25	% of	FY25-26	FY25-26	% of
		APPROVED	Budget	DRAFT	% Change	Budget
INCOME		7/1/24-6/30/25		7/1/25-6/30/26		
TAX REVENUE						
	Replacement Tax	\$ 45,000.00	0.9%	\$ 45,000.00	0.0%	0.9%
	Property Tax Collections	\$ 4,551,670.00	90.2%	\$ 4,684,000.00	2.9%	91.6%
	Total	\$ 4,596,670.00	91.1%	\$ 4,729,000.00	2.9%	92.5%
COLLECTIONS						
	Per Capita Grant	\$ 27,465.00	0.5%	\$ 27,465.00	0.0%	0.5%
	Kenilworth Services	\$ 134,850.00	2.7%	\$ 105,000.00	-22.1%	2.1%
	Studio Fees	\$ 1,250.00	0.0%	\$ 1,100.00	-12.0%	0.0%
	Lost/Damaged Materials	\$ 2,750.00	0.1%	\$ 3,000.00	9.1%	0.1%
	Total	\$ 166,315.00	3.3%	\$ 136,565.00	-17.9%	2.7%
MATERIALS						
	Copying/Printing	\$ 6,500.00	0.1%	\$ 8,300.00	27.7%	0.2%
	Book Sales	\$ 1,500.00	0.0%	\$ 1,000.00	-33.3%	0.0%
	Total	\$ 8,000.00	0.2%	\$ 9,300.00	16.3%	0.2%
ACCT EARNINGS						
	Interest- Checking	\$ 6,000.00	0.1%	\$ 15,000.00	150.0%	0.3%
	Interest- Byline Bank IMA	\$ 250,000.00	5.0%	\$ 199,000.00	-20.4%	3.9%
	Interest- Money Market	\$ 2,000.00	0.0%	\$ 2,000.00	0.0%	0.0%
	Total	\$ 258,000.00	5.1%	\$ 216,000.00	-16.3%	4.2%
OTHER REVENUE						
	Gift Fund	\$ 1,000.00	0.0%	\$ 1,000.00	0.0%	0.0%
	RAILS Support Grant			\$ -	#DIV/0!	0.0%
	Friends Donations	\$ 17,500.00	0.3%	\$ 20,000.00	14.3%	0.4%
	Miscellaneous	\$ 450.00	0.0%	\$ 100.00	-77.8%	0.0%
	Total	\$ 18,950.00	0.4%	\$ 21,100.00	11.3%	0.4%
	Total Revenue	\$ 5,047,935.00	100.0%	\$ 5,111,965.00	1.3%	100.0%
EXPENSES						
PERSONNEL						
	Salaries	\$ 2,275,000.00	46.3%	\$ 2,420,000.00	6.4%	47.6%
	Health Insurance	\$ 275,000.00	5.6%	\$ 290,000.00	5.5%	5.7%
	FICA	\$ 175,000.00	3.6%	\$ 185,000.00	5.7%	3.6%
	IMRF	\$ 75,000.00	1.5%	\$ 130,000.00	73.3%	2.6%
	Employee Assistance Program	\$ 500.00	0.0%	\$ 500.00	0.0%	0.0%
	Professional Development	\$ 30,000.00	0.6%	\$ 32,000.00	6.7%	0.6%
	Staff Recognition/Events/Mtgs	\$ 6,000.00	0.1%	\$ 6,000.00	0.0%	0.1%
	Flexible Spending Account	\$ 1,250.00	0.0%	\$ 1,250.00	0.0%	0.0%
	Total	\$ 2,837,750.00	57.8%	\$ 3,064,750.00	8.0%	60.3%
ADMINISTRATION						
	Audit Fees	\$ 13,430.00	0.3%	\$ 13,430.00	0.0%	0.3%

Winnetka-Northfield Public Library District Draft FY25-26 Working Budget

Library Supplies	\$	46,000.00	0.9%	\$	35,000.00	-23.9%	0.7%
Office Supplies	\$	5,800.00	0.1%	\$	5,500.00	-5.2%	0.1%
Breakroom Supplies	\$	3,400.00	0.1%	\$	4,400.00	29.4%	0.1%
Postage	\$	3,500.00	0.1%	\$	4,300.00	22.9%	0.1%
Hospitality	\$	500.00	0.0%	\$	500.00	0.0%	0.0%
Accounting & Bookkeeping	\$	24,000.00	0.5%	\$	24,312.00	1.3%	0.5%
Delivery Services	\$	5,500.00	0.1%	\$	7,000.00	27.3%	0.1%
Payroll Services	\$	9,000.00	0.2%	\$	7,500.00	-16.7%	0.1%
Liability Insurance	\$	30,500.00	0.6%	\$	34,200.00	12.1%	0.7%
Board Expenses	\$	5,000.00	0.1%	\$	3,000.00	-40.0%	0.1%
Memberships	\$	7,000.00	0.1%	\$	9,500.00	35.7%	0.2%
Legal	\$	18,000.00	0.4%	\$	8,000.00	-55.6%	0.2%
Consultants	\$	5,000.00	0.1%	\$	4,000.00	-20.0%	0.1%
Investment Fees	\$	16,800.00	0.3%	\$	4,500.00	-73.2%	0.1%
Miscellaneous	\$	500.00	0.0%	\$	500.00	0.0%	0.0%
Total	\$	193,930.00	3.9%	\$	165,642.00	-14.6%	3.3%
<u>UTILITIES</u>							
Electricity	\$	40,000.00	0.8%	\$	42,000.00	5.0%	0.8%
Water	\$	5,000.00	0.1%	\$	7,000.00	40.0%	0.1%
Storm Sewer	\$	1,500.00	0.0%	\$	1,750.00	16.7%	0.0%
Natural Gas	\$	10,000.00	0.2%	\$	11,000.00	10.0%	0.2%
Telephone	\$	17,500.00	0.4%	\$	15,300.00	-12.6%	0.3%
Internet Services	\$	24,000.00	0.5%	\$	23,100.00	-3.8%	0.5%
Total	\$	98,000.00	2.0%	\$	100,150.00	2.2%	2.0%
<u>INFORMATION TECHNOLOGY</u>							
CCS Operating	\$	79,000.00	1.6%	\$	73,000.00	-7.6%	1.4%
Software	\$	35,000.00	0.7%	\$	30,000.00	-14.3%	0.6%
LAN Management	\$	40,000.00	0.8%	\$	45,000.00	12.5%	0.9%
Hardware	\$	4,000.00	0.1%	\$	5,000.00	25.0%	0.1%
Computer Equipment	\$	30,000.00	0.6%	\$	55,000.00	83.3%	1.1%
Website/Platform Fees	\$	60,000.00	1.2%	\$	45,000.00	-25.0%	0.9%
Photocopier Leases	\$	25,000.00	0.5%	\$	27,000.00	8.0%	0.5%
Total	\$	273,000.00	5.6%	\$	280,000.00	2.6%	5.5%
<u>PUBLIC RELATIONS</u>							
Marketing/Advertising	\$	11,000.00	0.2%	\$	11,000.00	0.0%	0.2%
Promotional	\$	11,000.00	0.2%	\$	11,000.00	0.0%	0.2%
Newsletter/Mailers	\$	35,000.00	0.7%	\$	35,000.00	0.0%	0.7%
PR Supplies	\$	4,000.00	0.1%	\$	4,000.00	0.0%	0.1%
Total	\$	61,000.00	1.2%	\$	61,000.00	0.0%	1.2%
<u>COLLECTIONS- ADULT</u>							
Books-Fiction	\$	85,000.00	1.7%	\$	85,000.00	0.0%	1.7%
Books-Non-Fiction	\$	75,000.00	1.5%	\$	75,000.00	0.0%	1.5%

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Periodicals	\$	20,200.00	0.4%	\$	25,000.00	23.8%	0.5%
DVDs	\$	25,000.00	0.5%	\$	25,000.00	0.0%	0.5%
Video Games	\$	2,000.00	0.0%	\$	2,000.00	0.0%	0.0%
Audiobooks	\$	6,500.00	0.1%	\$	4,500.00	-30.8%	0.1%
eBooks (eResources)	\$	355,000.00	7.2%	\$	495,000.00	39.4%	9.7%
Online Databases	\$	65,000.00	1.3%	\$	38,000.00	-41.5%	0.7%
Library of Things	\$	-		\$	3,000.00	#DIV/0!	0.1%
Total	\$	633,700.00	12.9%	\$	752,500.00	18.7%	14.8%
<u>COLLECTIONS- YOUTH</u>							
Books-Fiction	\$	42,500.00	0.9%	\$	42,500.00	0.0%	0.8%
Books-Non-Fiction	\$	14,000.00	0.3%	\$	20,000.00	42.9%	0.4%
DVDs	\$	750.00	0.0%	\$	1,250.00	66.7%	0.0%
Audiobooks/Talking Books	\$	17,500.00	0.4%	\$	13,000.00	-25.7%	0.3%
Kits	\$	3,500.00	0.1%	\$	1,500.00	-57.1%	0.0%
Video Games	\$	5,500.00	0.1%	\$	10,000.00	81.8%	0.2%
Total	\$	83,750.00	1.7%	\$	88,250.00	5.4%	1.7%
<u>PROGRAMS</u>							
Reading Programs	\$	11,000.00	0.2%	\$	11,000.00	0.0%	0.2%
Programming- Studio	\$	17,600.00	0.4%	\$	17,600.00	0.0%	0.3%
Programming-Youth	\$	42,000.00	0.9%	\$	42,000.00	0.0%	0.8%
Programming-Adult	\$	35,500.00	0.7%	\$	35,500.00	0.0%	0.7%
Studio Maintenance/Repair	\$	3,000.00	0.1%	\$	3,000.00	0.0%	0.1%
Total	\$	109,100.00	2.2%	\$	109,100.00	0.0%	2.1%
<u>CAPITAL</u>							
Capital Improvement	\$	400,000.00	7.4%	\$	375,000.00	-6.3%	7.4%
Building	\$	155,000.00	6.5%	\$	30,000.00	-80.6%	0.6%
Furniture & Equipment	\$	65,000.00	2.6%	\$	60,000.00	-7.7%	1.2%
Total	\$	620,000.00	12.6%	\$	465,000.00	-25.0%	9.1%
Total Expenses	\$	4,910,230.00	100.0%	\$	5,086,392.00	3.6%	100.0%