



Illinois Heartland Library System

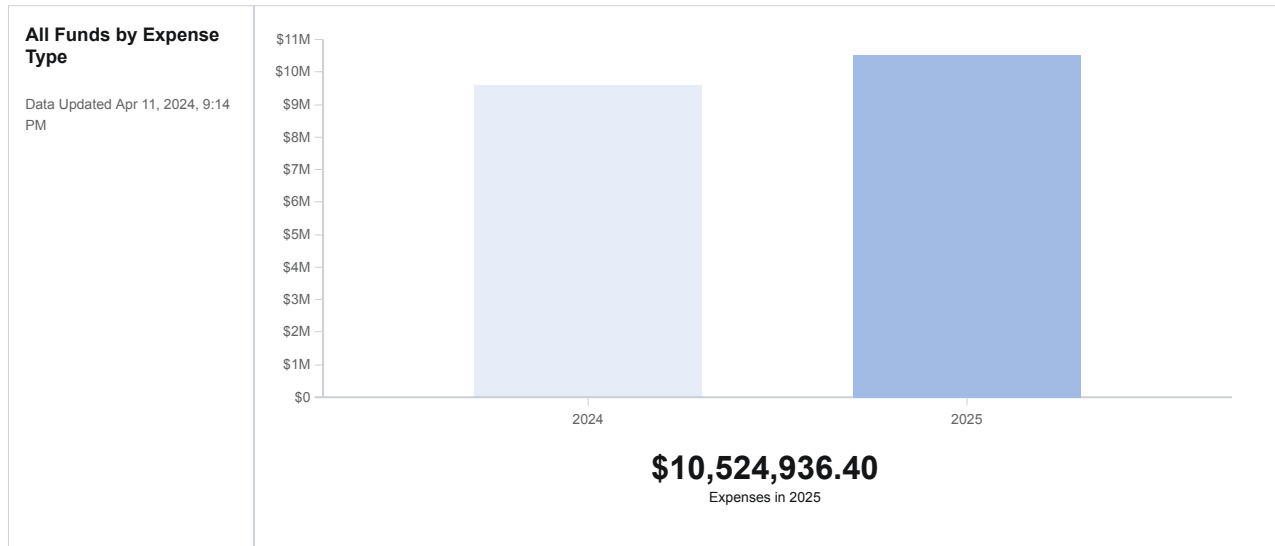
Fiscal Year 2025 Budget Narrative

July 1, 2024 - June 30, 2025



FY2025 Budget Narrative

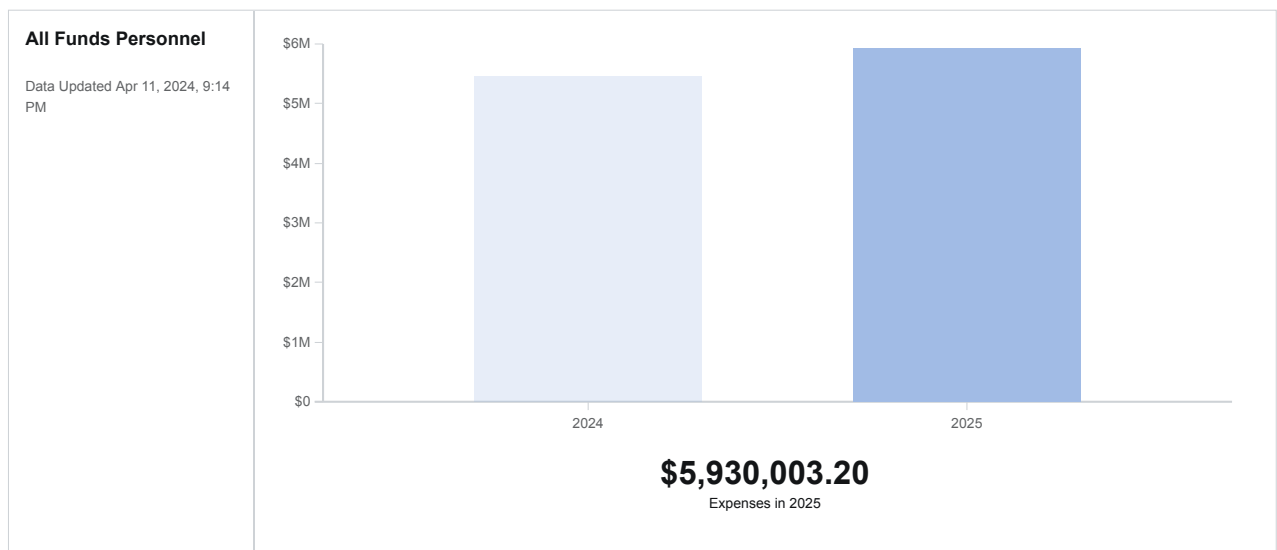
Illinois Heartland Library System has changed and matured in the last 13 fiscal years. As we enter our 14th year as a library support organization, we continue to focus on the core services of resource sharing, delivery, and library automation. We rely on appreciative inquiry to improve our services and use innovation as an enhancement. Additional areas of focus for FY2025 will again support our 500+ multi-type libraries in the areas of advocacy and continuing education.



The proposed FY2025, budgets were developed to align with the planned activities in our operational plan. These activities support the Illinois statutory priorities of library administration, resource sharing, bibliographic access, consulting and continuing education, and delivery. The major planned activities include:

- Invest in three Automated Material Handling Systems (AMHS), one for each location, to enhance the efficiency of IHLS delivery and provide faster turnaround times on patron-requested materials.
- Purchase additional delivery supplies required to replace aging supplies and materials needed. This includes the replacement of over 1,300 delivery tubs to fully implement the new style of delivery tubs.
- Continue outreach to school libraries and public library trustees, including the maintenance and promotion of a trustee training program using funds from the iLEAD Library Trustee Training grant through the Illinois State Library.
- Enhancing services offered to member libraries through E-Resources, Aspen Discovery Layer, McNaughton Books Subscription, and the Solus app.
- In-person travel to ensure staff will receive the necessary support for site visits, networking opportunities, and continuing education. Staff is better equipped to build expertise in different areas of librarianship, enhancing their training skills, building and sustaining professional relationships, and keeping current with library marketplace trends.
- Increased resources focused on advocacy, professional development, and networking support for our multi-type membership.
- Grants Consultant to explore funding options for additional member services.
- Provide continuing services for a mobile memory lab in partnership with the Cataloging Maintenance Center through funding received by Illinois Humanities Grant.

Personnel

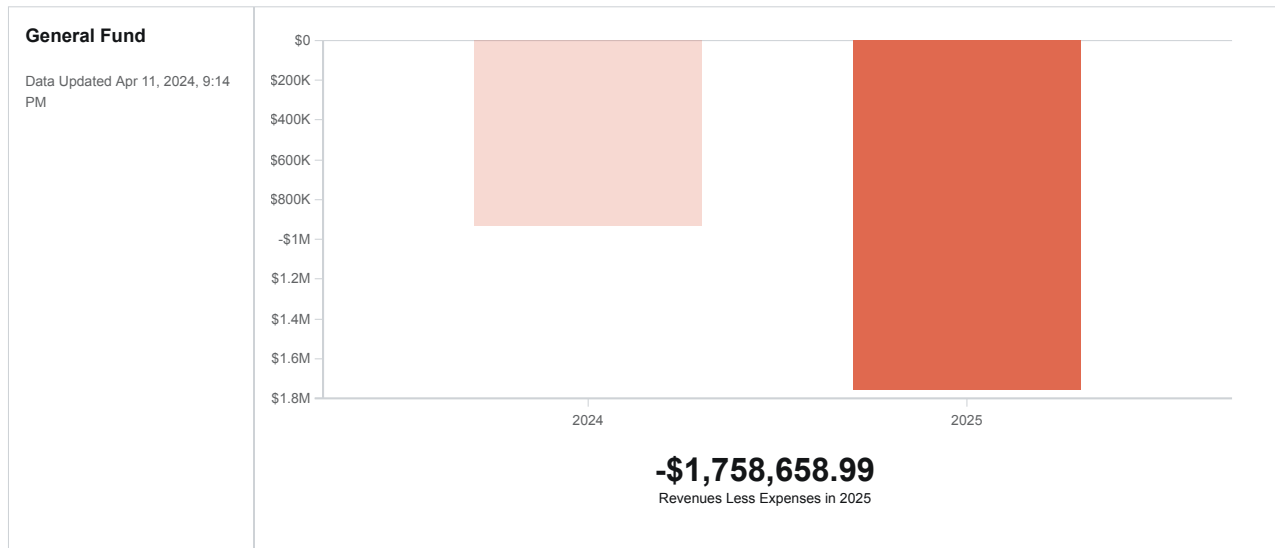


The largest component of our budget is Personnel. This accounts for approximately 56% of our total budget. Our staff are the backbone in the development and implementation of our organizational goals.

- All positions, including Library Professionals, Other Professionals, and Support Services, are projected with an increase of 3% of wages. The Support Services include adjustments in the General Fund budget due to compliance with the Illinois minimum wage law for sorters to \$15 per hour and an increase to \$17 per hour as a starting wage for couriers.
- Social Security Taxes are projected at 7.65%.
- Unemployment Insurance is projected at 0.37% of the first \$13,590 wages earned per worker.
- Worker’s Compensation Insurance is projected by an estimated increase due to claims history.
- Retirement Benefits are projected for staff members who are estimated to work more than 1,000 hours in FY2025. For CY2025, it was estimated with a 10% increase over the CY2024 rate of 0.96%.

- Health, Dental, Vision, Accidental Death, and Life insurance renewals are in January. They will remain at the current rate for CY2024 and are projected at a 9% increase for CY2025.
- Other Fringe Benefits include an employee referral program. Retention & Wellness includes labor law posters, staff member memorials, retirement bricks, and holiday gatherings.
- Training & Professional Development includes the annual IHLS staff day and professional development training.
- Temporary Help includes coverage for staff while out on unplanned leave. Recruiting includes job postings, fit for duty exams, background, and drug screens.

General Fund Budget Narrative



The General fund is mainly supported by the System Area and Per Capita Grant through the Illinois State Library and the Secretary of State. The grant supports the Library System’s statutory priorities of library administration, resource sharing, bibliographic access, consulting, continuing education, and delivery to our member libraries. The budget has a projected deficit of \$1,758,659, which is comprised of a \$725,000 transfer to the Capital Projects Fund for the purchase of the AMHS equipment, \$127,990 for AMHS implementation costs, \$350,000 transfer to the SHARE Operating Fund for its annual contribution, and \$555,669 of operating expenses. The deficit will be covered by the General fund balance. The General fund balance of \$5,957,477.77 as of March 31, 2024, is derived from the accumulation of previous years' revenue over expenditures balances.

To help reduce the impact of increasing expenditures, management reduced expenses in the following categories: Vehicle Expenses, Public Relations, and Contractual Services.

The largest factors for the deficit this fiscal year include Personnel, Delivery Supplies, Inter-Company Transfers, and costs associated with the implementation of the AMHS.

Revenues

The General fund projected revenues of \$4,509,106 are mainly comprised of the System Area and Per Capita Grant (SAPG) of \$3,919,852 and the state-wide Illinois Library Delivery Services (ILDS) of \$391,875. Other items included are office leasing, HR Source grant fees, IHLS Member Day vendor support, investment income, member training revenue, E-Rate funding, grant administration fees for the Cataloging Maintenance Center (CMC) grant, iLEAD library trustee training grant, and the OCLC grant.

Expenses

Personnel

General fund personnel include increases from the Illinois minimum wage for sorters and the starting wage increase for couriers to \$17 per hour. A new courier/sorter floater position is added for FY2025 to fill in as needed to avoid route cancellations. The Public Library Liaison Membership Coordinator position will revert to being paid 100% from the General Fund and will not be allocated to the iLEAD Library Trustee Training Grant in FY2025. Also included are benefits for vacant courier positions to move from part-time to full-time. IHLS receives \$659,722 in federal Library Services & Technology Act (LSTA) funding. This portion of the funding will be utilized to help support the delivery personnel budget.

Building & Grounds

General fund projected expenses represent the rent expense at the Carbondale location, utilities at three locations (Carbondale, Champaign, and Edwardsville), building and ground maintenance at two locations (Champaign and Edwardsville), custodial services at two locations (Champaign and Edwardsville), and property insurance at three locations (Carbondale, Champaign, and Edwardsville). Additional to FY2025 are the removal of a tree from Champaign, tree trimming at Edwardsville, installation of security cameras in the sorting areas, electric and networking installation for moving the server room in the Carbondale location, and electric and networking installation for the implementation of the three AMHS.

Vehicle Expenses

General fund projected expense for fuel decreased over FY2025 based on a combination of FY2024 actuals and industry forecasting. Vehicle insurance is projected based on coverage for 30 vehicles. The vehicle leasing amounts reflect the two leased vehicles with Enterprise Fleet Management that will continue in FY2025.

Travel, Meetings, and Continuing Education for Staff & Board Members

General fund expense components are travel and registration for staff and board members to attend conferences, advocacy events, board member training, Mobile Memory Lab grant & IHLS member site visits, and staff meetings.

The travel and registration include staff attendance at the following conferences: The Association for Rural and Small Libraries (ARSL) Conference, Association of Illinois School Library Educators (AISLE) Conference, Chief Officers of State Library Agencies (COSLA), Illinois Association of School Boards (IASB), Illinois Library Association (ILA) Conference, Library Marketing & Communications Conference (LMCC), Illinois Digital Educators Alliance Conference (IDEAcon), Illinois Reading Council, Midwest Digital Marketing Conference (MDMC), Innovative Users Group (IUG) Conference, Reaching Forward South (RFS) Conference, ILA Trustee Workshops, ILA Legislative Meet-ups, International Coalition of Library Consortia (ICOLC), Society for Human Resource Management (SHRM) National Virtual Conference, Youth Services Institute, Directors University, IHLS and RAILS joint board meeting, and inter-company travel.

Conferences & Continuing Education Meetings for IHLS Member Libraries

General fund projection includes opportunities for HR Source membership group purchase grants, member job fairs, networking, and learning opportunities offered to IHLS member libraries. This also includes a virtual IHLS member day in the winter.

Public Relations

General fund projection includes promotional and printed materials and conference sponsorships. These activities are planned to continue the networking and advocacy efforts of IHLS.

Liability Insurance

General fund expenses include projections for General Liability, Commercial Umbrella, Directors and Officers, Crime Coverage Bond, Cyber Liability, Employment Practices, and Treasurer's Bond.

Supplies, Postage, & Printing

This budget category includes expenses for computers and software (less than \$5,000), accessories and supplies for equipment, office supplies, postage, delivery supplies, and other supplies. The computer supplies line includes additional off-site video room systems for board meetings to be compatible with Zoom and Teams meetings and the renewal of server warranties. The largest component in the office supplies line includes the purchase of a workstation in the Carbondale location in anticipation of leased space reduction. The projection for delivery supplies includes normal operating delivery supplies in addition to a one-time purchase of replacement tubs, the purchase of security cameras for the sorting areas, and AMHS implementation supplies including barcode duplicators, barcode labels, and machine maintenance items.

Telephone and Telecommunications

Included in this budget category are projections associated with a monthly cost for telephone, fax, internet, delivery GPS, text alert system, and cell phone services.

Equipment Repair & Maintenance Agreements

The projection includes cost for copiers and maintenance at three locations (Carbondale, Champaign, and Edwardsville).

Professional Services

Expenses include projections for legal, accounting, consulting, and contractual staff. This includes consulting for the IHLS strategic plan, GeoMARC services to review the ILDS exchange, appraisal of the Champaign office, contractual staff for the barcode duplication, and grant opportunities for IHLS and member libraries.

Contractual Services

General fund expenses include projections for information service costs, outside printing services, and other contractual services. This includes Information Technology, Marketing & Communications, Accounting, and Human Resources database software subscriptions.

Professional Membership Dues

Includes staff, board, and institutional professional membership dues.

Miscellaneous

General fund bank fees and accounts payable checks.

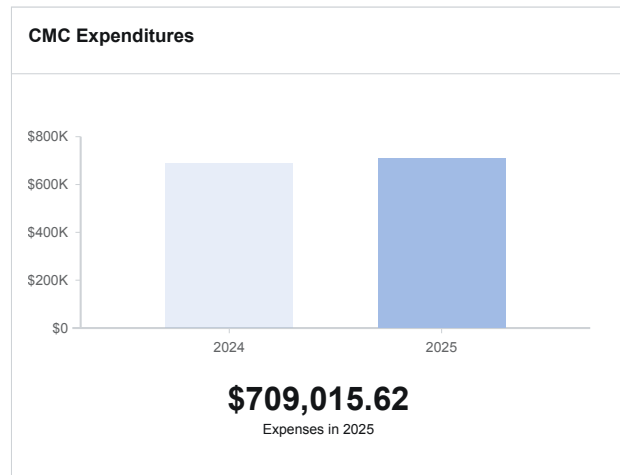
Net Pass Through

General fund expenditures on behalf of member libraries that will be reimbursed.

Inter-Company Transfers

General fund transfer includes the annual contribution to the SHARE fund of \$350,000 and the transfer of \$725,000 to the Capital Projects fund for the purchase of three AMHS.

Special Revenue Fund Cataloging Maintenance Center Budget Narrative



Supported by the Illinois State Library (ISL), the Cataloging Maintenance Center (CMC) is operated by the Illinois Heartland Library System (IHLS). Started in 2001 to upgrade bibliographic records and set OCLC holdings for Local Library System Automation Programs (LLSAPs) throughout the state, the CMC has evolved and provides more services that help improve access to these resources for all libraries in Illinois. The CMC is also a source for other cataloging assistance, including database cleanup, original or copy cataloging of eligible collections, cataloging training, assistance with general cataloging questions, including questions on Resource Description and Access (RDA), and metadata consultation.

Revenues

CMC Fund revenues reflect the Cataloging Maintenance Center grant from the Illinois State Library.

Expenses

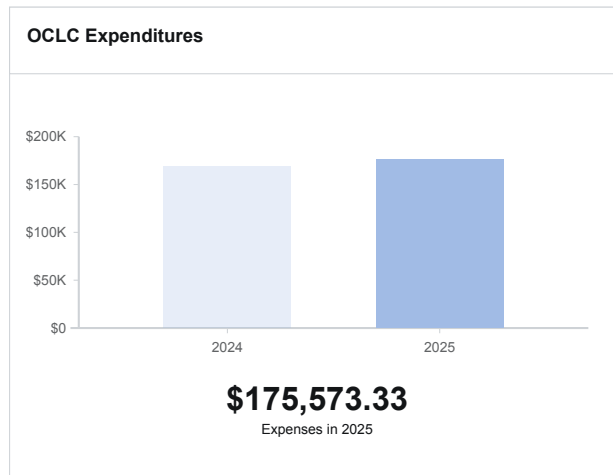
Personnel

Includes 8.25 full-time equivalent staff allocated to the CMC grant. Three full-time temporary staff members are assigned to the CARLI cleanup project.

Travel, Meetings, and Continuing Education

The travel and registration include staff attendance at the following conferences: PrairieCat Users Group (PUG) Day, Online Audiovisual Catalogers (OLAC), American Library Association (ALA) Conference, Illinois Library Association (ILA) Conference, Reaching

Special Revenue Fund Online Computer Library Center Budget Narrative



Supported by the Illinois State Library (ISL), the OCLC Billing Grant is operated by the Illinois Heartland Library System (IHLS). IHLS is the fiscal agent for the statewide billing of OCLC services for ISL, which includes libraries throughout all of Illinois. This grant manages approximately 5 million in revenues and expenditures each year. Currently, more than 1,000 ILLINET libraries choose to be Group Services members and pay a discounted subscription price for OCLC products covered under the Group Services contract that ISL negotiates on the group's behalf.

Revenues

OCLC Fund revenues reflect the OCLC grant from the Illinois State Library.

Expenses

Personnel

Includes 1.75 full-time equivalent staff allocated to the OCLC grant.

Supplies, Postage, & Printing

Includes expenses for computers and software (less than \$5,000), accessories and supplies for equipment, and office supplies.

Telephone and Telecommunications

Includes monthly costs for telephone users.

Equipment Repair & Maintenance Agreements

Forward South (RFS) Conference, Reaching Forward Conference, and inter-state travel.

Public Relations

Includes booth fees and educational handouts.

Supplies, Postage, & Printing

Includes expenses for computers and software (less than \$5,000), accessories and supplies for equipment, and office supplies.

Telephone and Telecommunications

Includes monthly costs for telephone users.

Equipment Repair & Maintenance Agreements

Includes cost for copiers and maintenance at two locations (Champaign and Edwardsville).

Contractual Services

Includes computer and software online services such as Zoom, Classification Web, WebDewey, RDA Toolkit, Cataloger's Desktop, Otter, Ancestry.com, Teamflect, Adobe, MailChimp, domain name renewal, and grant administrative fees.

Professional Membership Dues

Includes staff and institutional professional membership dues.

Includes cost for copiers and maintenance at the Edwardsville location.

Professional Services

Includes the FY2024 audit costs.

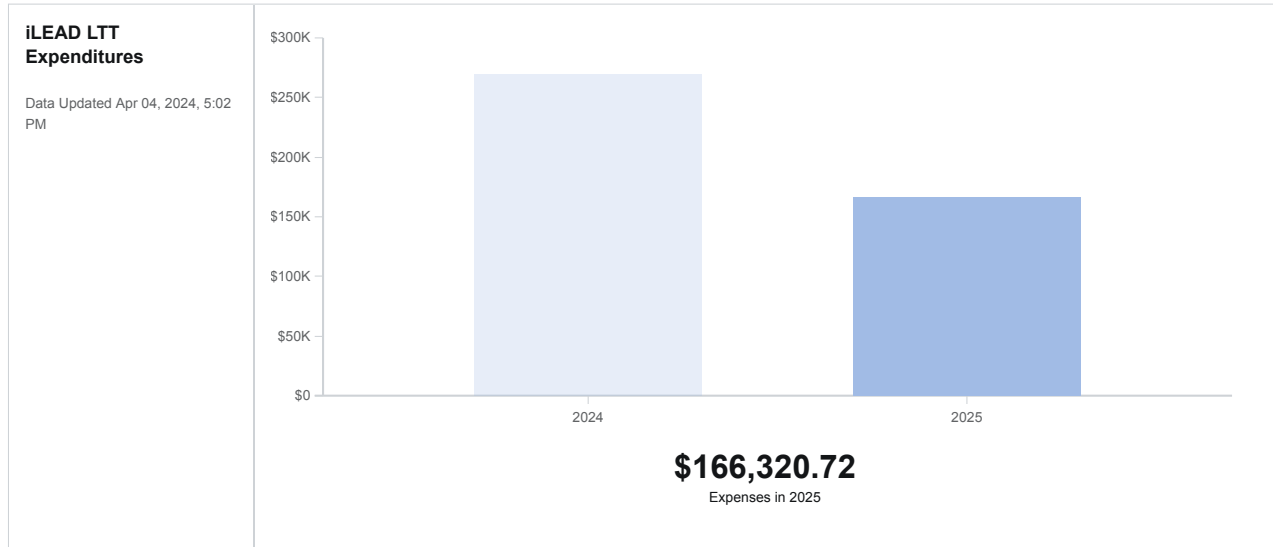
Contractual Services

Includes Traverse financial software support agreement, Teamflect, Adobe subscriptions, domain name renewal, and grant administrative fees.

Professional Membership Dues

Includes staff professional membership dues.

Special Revenue Fund iLEAD Library Trustee Training (LTT) Budget Narrative



The iLEAD (Leadership, Empowerment, Accessibility, and Development) Library Trustee Training is an online learning portal developed for Illinois Public Library Trustees. This project is a grant supported by the Illinois State Library (ISL) and developed by the Illinois Heartland Library System (IHLS), with subject matter experts located throughout the state contributing and advising. This online learning portal provides Illinois Public Library trustees with the knowledge, requirements, and resources they need to be influential library leaders.

Revenues

The revenues reflect the iLEAD Library Trustee Training grant from the Illinois State Library.

Expenses

Personnel

Includes 0.75 full-time equivalent staff of a Project Coordinator.

Travel, Meetings, and Continuing Education

The travel and registration include staff attendance at the following conferences: Illinois Library Association (ILA) Conference, Reaching Forward South (RFS) Conference, Reaching Forward Conference, ILA Trustee Workshops, and inter-state travel.

Public Relations

Includes promotional and printed materials and conference sponsorships. These activities are planned to promote the grant training program.

Supplies, Postage, & Printing

Includes expenses for computers and software (less than \$5,000), office supplies, and postage.

Telephone and Telecommunications

Includes monthly cost for telephone user.

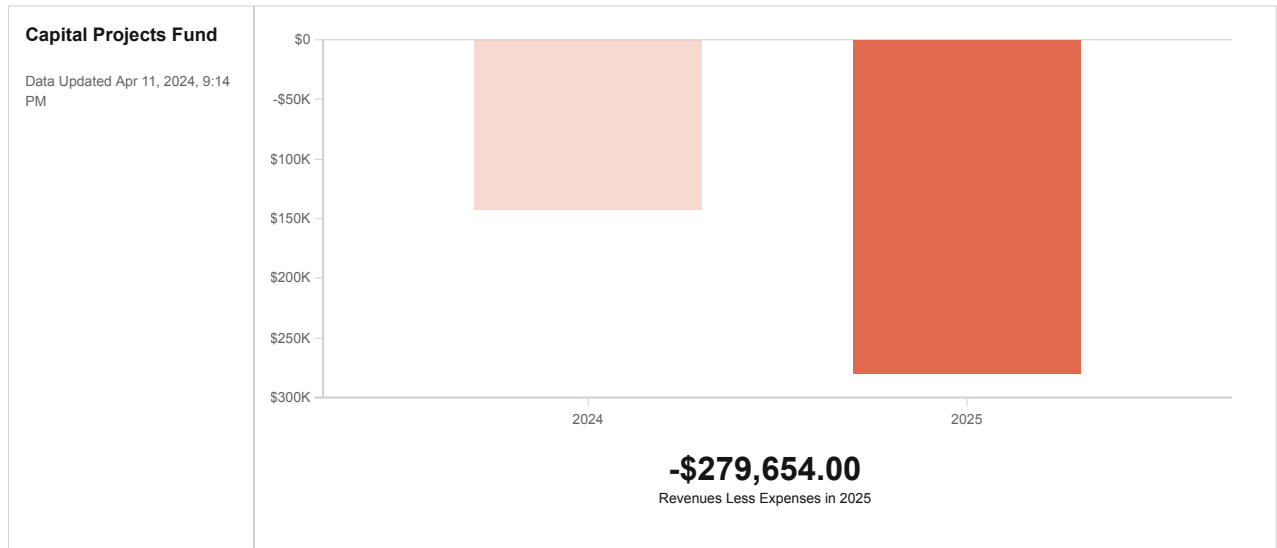
Professional Services

Includes projections for legal and contractual staff for the development of training.

Contractual Services

Includes the software subscriptions to develop the training platform and grant administrative fees.

Capital Projects Fund Budget Narrative



The Capital Projects fund was established to support the purchase of fixed assets that are greater than \$5,000. The Capital Projects fund budget has a projected deficit of \$279,654, and this will be covered by the fund balance. The Capital Projects fund balance of \$973,705.29 as of March 31, 2024, is derived from the accumulation of the General fund's previous years' revenue over expenditures balances and revenue from interest income.

Revenues

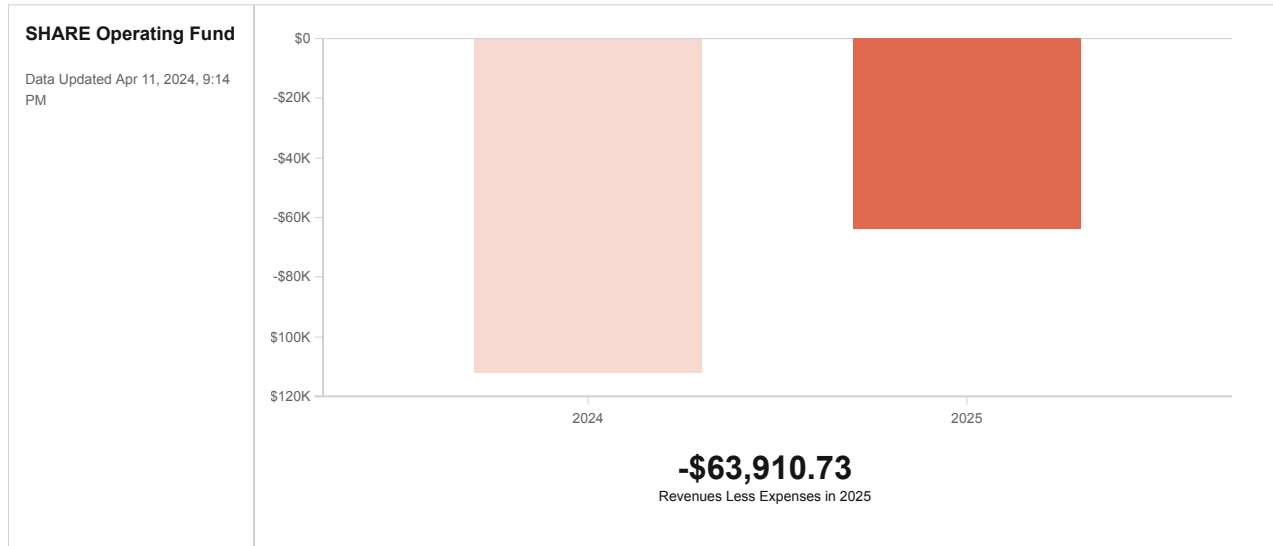
Capital Projects funds' projected income source is investment income and the transfer from the General fund balance to cover the cost of the purchase of three AMHS.

Expenses

Capital Projects fund projections include the following:

- Purchase of (3) AMHS.
- LED lighting upgrade at the Champaign office.
- Replacement of (5) delivery vans.

SHARE Operating Fund Budget Narrative



SHARE is a collection of libraries in central and southern Illinois that have joined together to form the largest automation consortium in the country, with 336 members at 465 locations. There are many benefits to SHARE membership, including the ability to share the cost of purchasing an integrated library system, staff, technical support, and training. The SHARE budget has a projected deficit of \$63,911, and this will be covered by the operating fund balance or the reserve fund from investment income. The SHARE operating fund balance of \$1,856,417.52 as of March 31, 2024, is derived from the accumulation of previous years' revenue over expenditures balances. The SHARE fund operates under the umbrella of IHLS. It is supported by SHARE members' fee revenue and the IHLS General fund, both monetarily and with in-kind contributions of professional staff, buildings, and vehicles.

Revenues

SHARE Fund's projected revenues of \$2,107,851 are mainly comprised of SHARE member fees for services and materials and the IHLS General fund support. SHARE membership fee scales were revised for FY2025 and will include modules, cloudLibrary, and Aspen. Other revenue items included are cataloging services, investment income, Cataloging Maintenance Center (CMC) grant administration fee, group subscription reimbursements, and Smart Access Manager (SAM) billing.

Expenses

Personnel

SHARE fund expense includes 16 full-time equivalent staff allocated to SHARE.

Library Materials

SHARE fund eResources projection is a direct expense of cloud subscription fees and group purchases. This expense is offset by the fees for services and materials revenues. The printed materials projection is a group purchase for McNaughton books and is offset by the fees for services and materials revenues.

Vehicle Expense, Travel, Meetings, and Continuing Education

SHARE fund expense components are travel and registration for staff members to attend conferences, advocacy events, and staff meetings.

The travel and registration include staff attendance at the following conferences: The Association for Rural and Small Libraries (ARSL) Conference, Association of Illinois School Library Educators (AISLE) Conference, Online Audiovisual Catalogers Conference (OLAC), Illinois Library Association (ILA) Conference, Library Marketing & Communications Conference (LMCC), Illinois Digital Educators Alliance Conference (IDEAcon), Innovative Users Group (IUG) Conference, Reaching Forward South (RFS) Conference, International Coalition of Library Consortia (ICOLC), ILA Legislative Meet-Ups, and inter-company travel.

Public Relations

Includes promotional, printed materials, and sponsorships at conferences. This is to continue the networking and advocacy efforts of SHARE.

Supplies, Postage, & Printing

This budget category includes expenses for computers and software (less than \$5,000), accessories and supplies for equipment, office supplies, and postage. The computer supplies line includes the renewal of server warranties. Office supplies include equipment and bags for the Kit and Kaboodle program.

Telephone and Telecommunications

Included in this budget category are projections associated with monthly costs for telephone, fax, internet, and cell phone services.

Equipment Repair & Maintenance Agreements

SHARE fund expense includes costs for copiers and maintenance at three locations (Carbondale, Champaign, and Edwardsville).

Professional Services

Expenses include projections for legal, accounting, and consulting. This includes a consultant to assist participating libraries in the implementation of the Aspen discovery layer.

Contractual Services

Include projections for information service costs, outside printing services, and other contractual services. This includes database software subscriptions to support SHARE member libraries, including the annual Polaris, Aspen, and Solus mobile app customization fees.

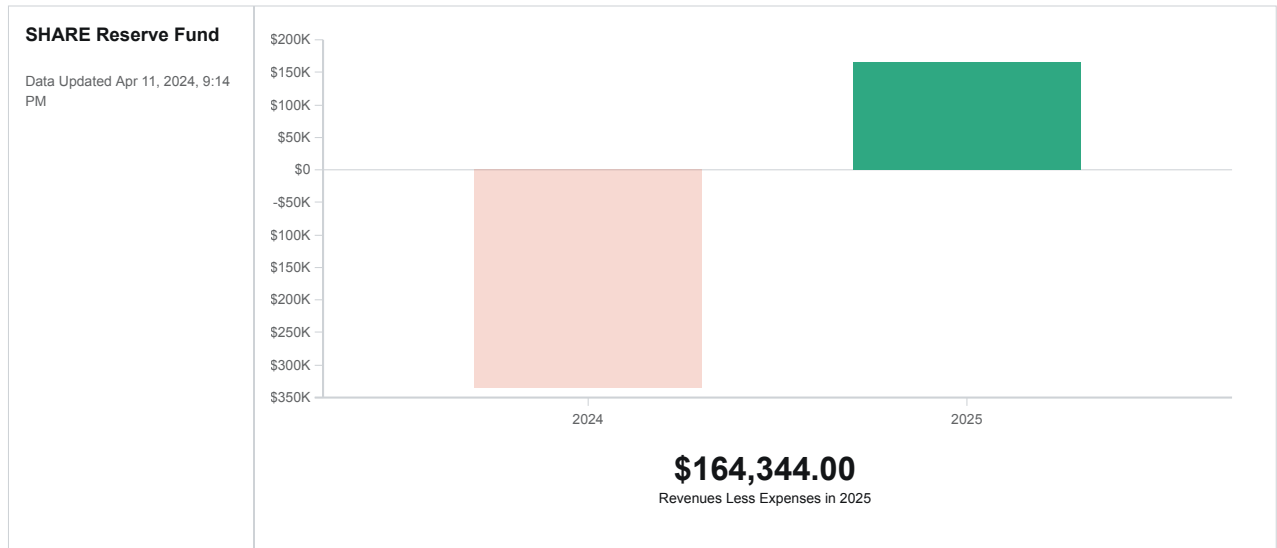
Professional Membership Dues

Includes staff and institutional professional membership dues.

Inter-Company Transfers

Includes the SHARE fund transfer to SHARE Reserves of \$142,500.

SHARE Reserve Fund Budget Narrative



The SHARE Reserve fund was established for the replacement of hardware and software for the SHARE consortium. The SHARE Reserve fund budget has a projected surplus of \$164,344. Each fiscal year, an approved amount by the SHARE committees is transferred from the SHARE Operating fund to the SHARE Reserve fund to accumulate this fund balance for ILS software replacement (if ever needed) and for continued infrastructure maintenance or upgrades. The reserve fund balance as of March 31, 2024, is \$1,054,520.77.

Revenues

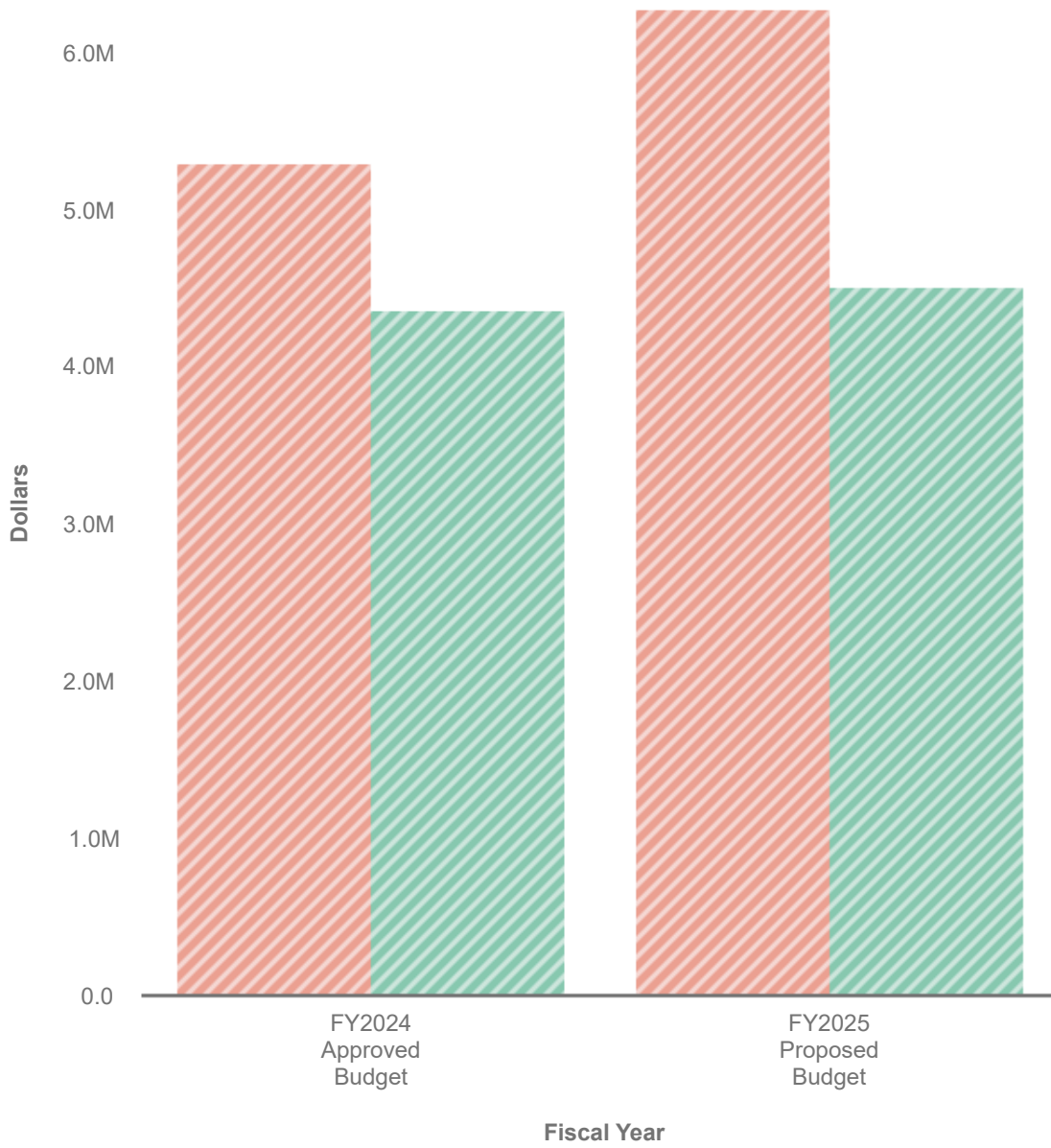
SHARE Reserve Fund projected revenues of \$176,344 include the transfer of funds from the operating budget and interest income.

Expenses

SHARE Reserve Fund projected expenses of \$12,000 include a software replacement for the tracking of cataloged items.

FY2025 General Fund Budget

Visualization



FY2025 General Fund Budget

Expand All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	\$ 4,369,728	\$ 4,509,106
▼ Area and Per Capita	3,919,852	3,919,852
(4000) Area and Per Capita	3,919,852	3,919,852
▼ Other Revenues	91,435	90,136
(4200) Other Grants	4,000	0
(4610) Office Leasing	12,350	12,350
(4650) Miscellaneous Income	775	11,275
(4660) Grant Administration	71,070	63,271
(4675) E-Rate Funding	3,240	3,240
▼ Fees for Services and Materials	266,473	395,925
(4222) ILDS Contract	262,823	391,875
(4315) Member Day	3,650	4,050
▼ Net Pass-Through	3,715	8,726
(4400) Reimbursements	3,189	8,200
(4685) Dreamhost	526	526
▼ Investment Income	88,253	94,467
(4500) Interest Income	88,253	94,467
▼ Expenses	5,300,135	6,267,765
▼ Personnel	3,334,084	3,807,152
(5000) Library Professionals	509,166	545,862
(5010) Other Professionals	920,639	978,362
(5020) Support Services	1,167,967	1,401,845
(5028) Leave Payoff-Other Professional	5,632	0
(5030) Social Security Taxes	198,416	223,140
(5035) Unemployment Insurance	6,651	3,495
(5040) Workers' Compensation	43,146	80,177
(5045) Retirement Benefits (IMRF)	18,682	25,688
(5050) Health, Dental and Life Ins	434,474	511,157
(5055) Other Fringe Benefits	200	300
(5057) Retention & Wellness	4,450	4,600
(5058) Training & Professional Development	17,060	20,826
(5060) Temporary Help	2,000	3,000

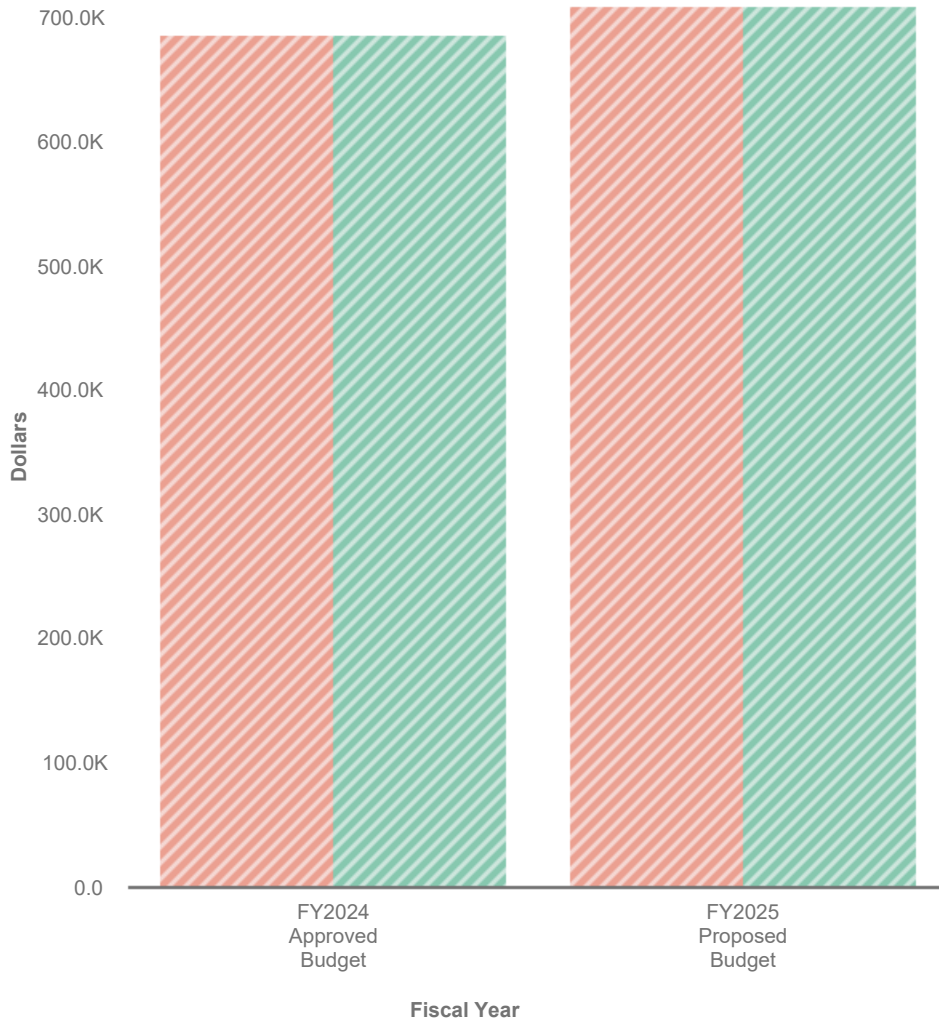
	FY2024 Approved Budget	FY2025 Proposed Budget
(5070) Recruiting	5,600	8,700
▼ Building and Grounds	269,190	287,428
(5150) Rent	81,532	96,896
(5160) Utilities	64,124	63,776
(5170) Property Insurance	26,631	19,122
(5180) Repairs and Maintenance	52,326	55,603
(5190) Custodial/Janitorial Svcs & Supplies	26,702	25,090
(5195) Other Building & Grounds	17,875	26,941
▼ Vehicle Expenses	404,707	402,007
(5200) Fuel	262,716	241,332
(5210) Repairs and Maintenance - Vehicles	64,629	70,299
(5220) Vehicle Insurance	57,938	66,400
(5230) Vehicle Leasing/Rental:Delivery	11,070	13,101
(5240) Vehicle Leasing/Rental:Staff	6,254	9,075
(5245) Other Vehicle Expense	2,100	1,800
▼ Travel, Meetings, & Continuing for Staff & Board Members	76,935	84,293
(5250) Mileage,Gas & Tolls In-State	7,394	12,377
(5255) In-State Travel(Airfare,Train,etc)	336	746
(5260) Meals-In-State	5,630	9,351
(5265) Lodging-In-State	19,700	24,219
(5270) Mileage, Gas & Tolls-Out-of-State	1,810	115
(5275) Travel-Out-of-State(Airfare,Train,etc)	2,335	2,985
(5280) Meals-Out-of-State	3,986	1,576
(5285) Lodging-Out-of-State	8,840	3,446
(5290) Registration & Meetings, Other Fees	26,904	29,478
▼ Conferences & Continuing Education Meetings	46,500	55,500
(5300) Conferences & Continuing Edu Mtgs	33,500	42,500
(5315) Member Day Conference	13,000	13,000
▼ Public Relations	42,755	35,630
(5330) Public Relations	42,755	35,630
▼ Liability Insurance	20,845	23,722
(5350) Liability Insurance	20,845	23,722
▼ Supplies, Postage, & Printing	84,495	159,438
(5360) Computer Software & Supplies	43,735	39,920
(5365) Gen'l Office Supplies & Equipment	20,085	8,250
(5370) Postage	575	575

	FY2024 Approved Budget	FY2025 Proposed Budget
(5385) Delivery Supplies	19,550	109,993
(5390) Other Supplies	550	700
▼ Telephone & Telecommunications	28,485	27,659
(5400) Telephone & Telecommunications	28,485	27,659
▼ Equipment Rental, Repair & Maintenance	6,119	6,119
(5455) Equipment Repair & Maintenance	6,119	6,119
▼ Professional Services	111,975	205,174
(5500) Legal	20,000	28,000
(5510) Accounting	13,625	17,924
(5520) Consulting	36,600	52,500
(5530) Contractual Staff	41,750	106,750
▼ Contractual Services	82,216	75,171
(5550) Information Service Costs	71,653	69,191
(5570) Outside Printing Services	2,170	2,780
(5580) Other Contractual Services	8,393	3,200
▼ Professional Membership Dues	9,491	9,836
(5700) Prof Assoc Membership Dues	9,491	9,836
▼ Miscellaneous	4,920	4,910
(5725) Miscellaneous	4,920	4,910
▼ Net Pass Through	3,715	8,726
(5840) Reimbursement	3,715	8,726
▼ Inter-Company Transfers	773,703	1,075,000
(5999) Transfer to Other Funds	773,703	1,075,000
Revenues Less Expenses	\$ -930,407	\$ -1,758,659

FY2025 CMC Fund Budget



Visualization



- Expenses
- Revenues

FY2025 CMC Fund Budget

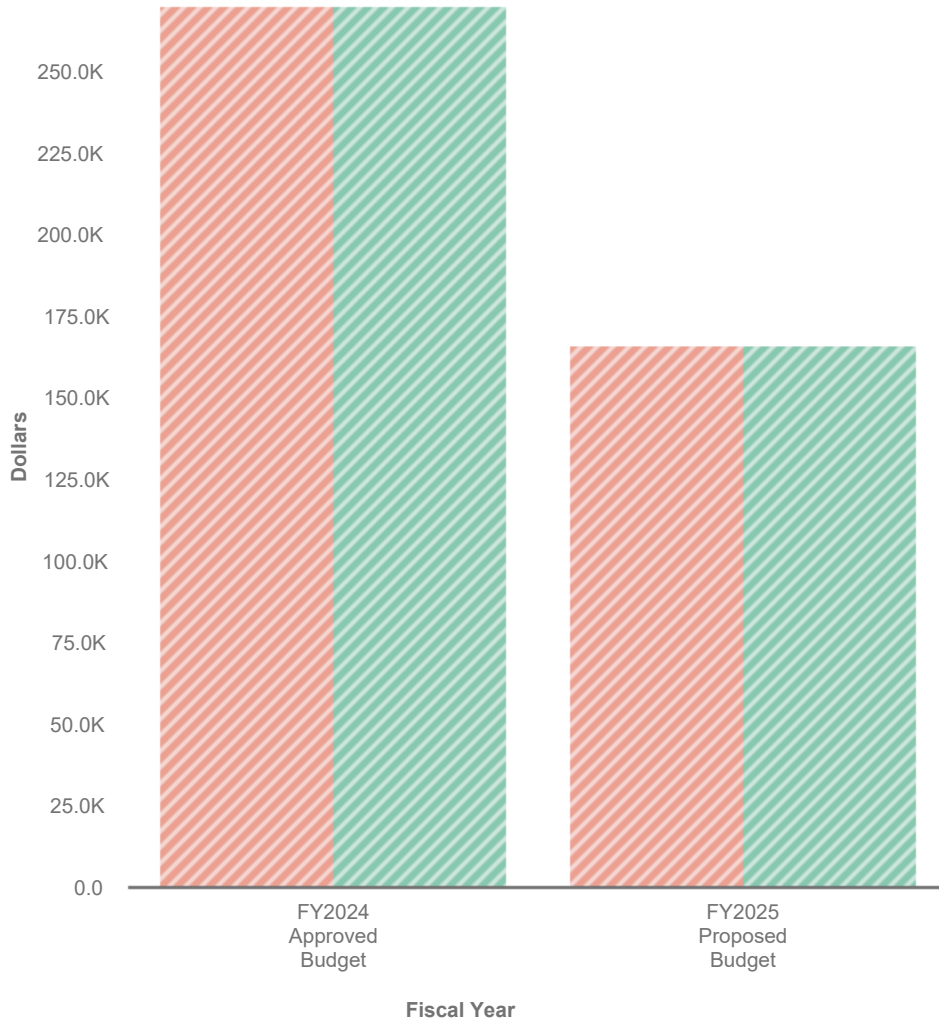
Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	\$ 686,693	\$ 709,016
▼ Special Revenue Funds	686,693	709,016
(4027) CMC	686,693	709,016
▼ Expenses	686,693	709,016
▼ Personnel	595,047	613,719
(5000) Library Professionals	472,012	486,169
(5030) Social Security Taxes	36,109	37,192
(5035) Unemployment Insurance	872	453
(5040) Workers' Compensation	312	483
(5045) Retirement Benefits (IMRF)	3,958	4,732
(5050) Health, Dental and Life Ins	80,195	82,005
(5055) Other Fringe Benefits	0	1,800
(5058) Training & Professional Development	840	884
(5070) Recruiting	750	0
▼ Vehicle Expenses	100	100
(5200) Fuel	100	100
▼ Travel, Meetings, & Continuing for Staff & Board Members	8,499	11,016
(5250) Mileage,Gas & Tolls In-State	370	782
(5255) In-State Travel(Airfare,Train,etc)	70	105
(5260) Meals-In-State	2,061	1,220
(5265) Lodging-In-State	3,588	3,624
(5275) Travel-Out-of-State(Airfare,Train,etc)	0	450
(5280) Meals-Out-of-State	0	474
(5285) Lodging-Out-of-State	0	1,296
(5290) Registration & Meetings, Other Fees	2,410	3,065
▼ Public Relations	1,950	4,000
(5330) Public Relations	1,950	4,000
▼ Supplies, Postage, & Printing	5,000	4,950
(5360) Computer Software & Supplies	4,800	4,800
(5365) Gen'l Office Supplies & Equipment	200	150
▼ Telephone & Telecommunications	4,837	1,728
(5400) Telephone & Telecommunications	4,837	1,728

	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Equipment Rental, Repair & Maintenance	1,587	1,587
(5455) Equipment Repair & Maintenance	1,587	1,587
▼ Contractual Services	68,113	70,356
(5550) Information Service Costs	5,671	5,884
(5580) Other Contractual Services	62,442	64,472
▼ Professional Membership Dues	1,560	1,560
(5700) Prof Assoc Membership Dues	1,560	1,560
Revenues Less Expenses	\$ 0	\$ 0

FY2025 iLEAD LTT Fund Budget



Visualization



- Expenses
- Revenues

FY2025 iLEAD LTT Fund Budget

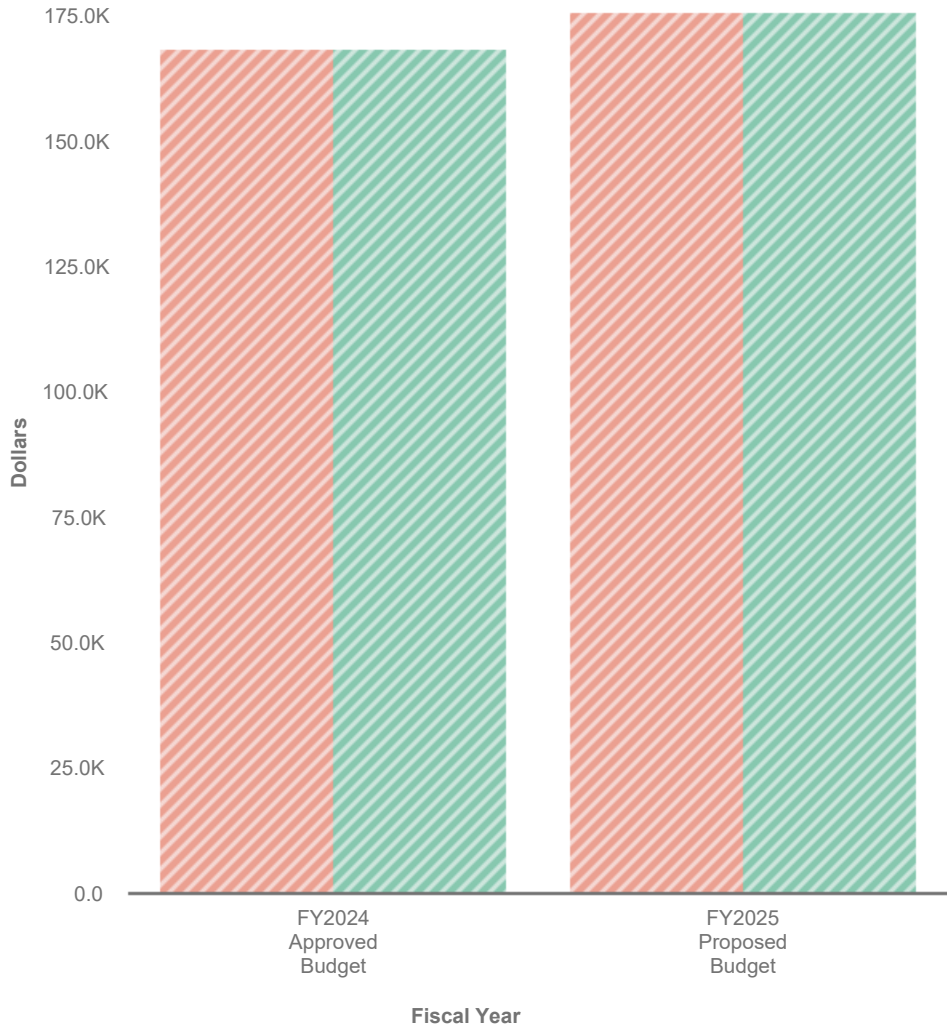
Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	\$ 269,900	\$ 166,321
▼ Special Revenue Funds	269,900	166,321
(4031) iLEAD Library Trustee Training	269,900	166,321
▼ Expenses	269,900	166,321
▼ Personnel	129,058	56,426
(5000) Library Professionals	57,396	0
(5010) Other Professionals	49,942	51,434
(5030) Social Security Taxes	8,211	3,935
(5035) Unemployment Insurance	145	38
(5040) Workers' Compensation	71	51
(5045) Retirement Benefits (IMRF)	934	519
(5050) Health, Dental and Life Ins	12,359	449
▼ Vehicle Expenses	500	75
(5200) Fuel	500	75
▼ Travel, Meetings, & Continuing for Staff & Board Members	10,198	4,864
(5250) Mileage,Gas & Tolls In-State	220	2,276
(5255) In-State Travel(Airfare,Train,etc)	35	15
(5260) Meals-In-State	684	586
(5265) Lodging-In-State	2,060	1,677
(5280) Meals-Out-of-State	1,408	0
(5285) Lodging-Out-of-State	2,801	0
(5290) Registration & Meetings, Other Fees	2,990	310
▼ Public Relations	7,510	7,410
(5330) Public Relations	7,510	7,410
▼ Supplies, Postage, & Printing	1,650	775
(5360) Computer Software & Supplies	1,000	200
(5365) Gen'l Office Supplies & Equipment	150	75
(5370) Postage	500	500
▼ Telephone & Telecommunications	384	192
(5400) Telephone & Telecommunications	384	192
▼ Professional Services	29,400	26,500
(5500) Legal	5,000	7,500

	FY2024 Approved Budget	FY2025 Proposed Budget
(5530) Contractual Staff	24,400	19,000
▼ Contractual Services	91,200	69,929
(5550) Information Service Costs	66,664	54,809
(5580) Other Contractual Services	24,536	15,120
▼ Professional Membership Dues	0	150
(5700) Prof Assoc Membership Dues	0	150
Revenues Less Expenses	\$ 0	\$ 0

FY2025 OCLC Fund Budget



Visualization



- Expenses
- Revenues

FY2025 OCLC Fund Budget

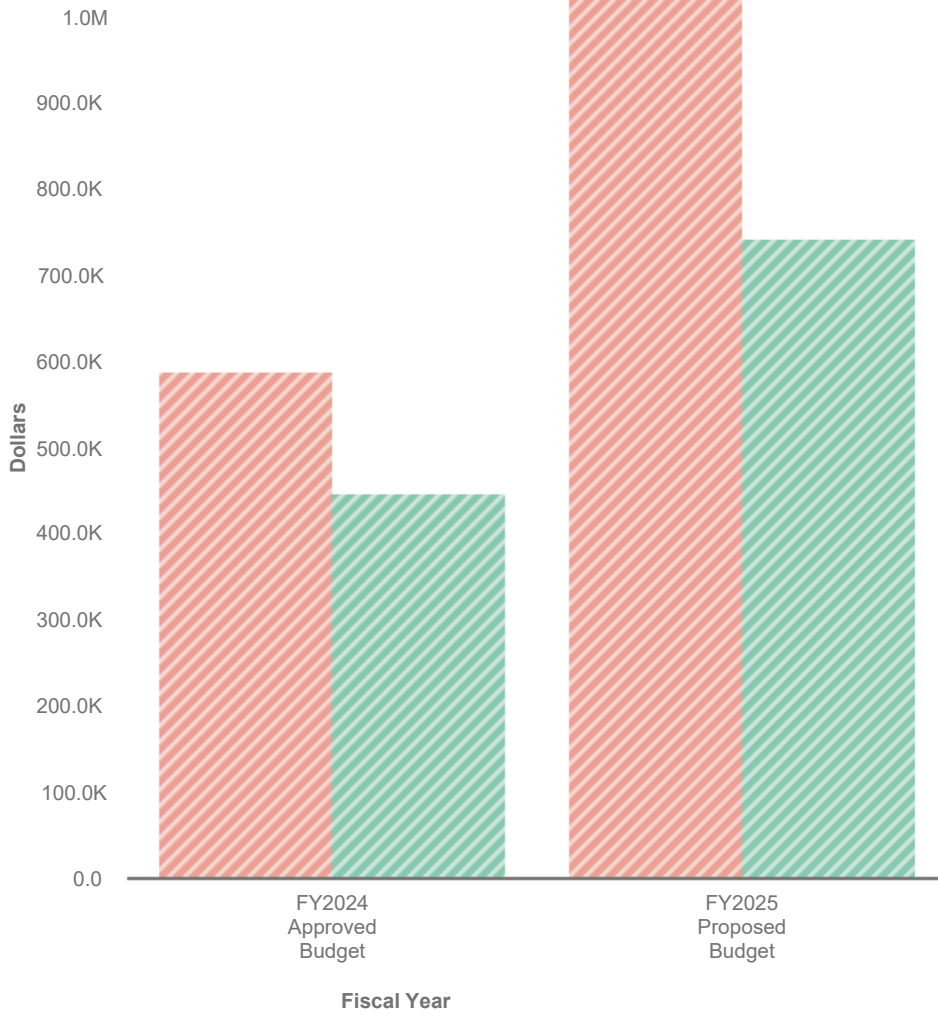
Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	\$ 168,532	\$ 175,573
▼ Special Revenue Funds	168,532	175,573
(4032) OCLC	168,532	175,573
▼ Expenses	168,532	175,573
▼ Personnel	136,605	143,243
(5010) Other Professionals	98,670	102,438
(5020) Support Services	9,542	11,049
(5030) Social Security Taxes	8,278	8,682
(5035) Unemployment Insurance	170	88
(5040) Workers' Compensation	71	113
(5045) Retirement Benefits (IMRF)	941	1,146
(5050) Health, Dental and Life Ins	18,093	18,846
(5058) Training & Professional Development	840	882
▼ Supplies, Postage, & Printing	3,731	3,754
(5360) Computer Software & Supplies	3,000	3,100
(5365) Gen'l Office Supplies & Equipment	431	450
(5370) Postage	300	204
▼ Telephone & Telecommunications	2,143	768
(5400) Telephone & Telecommunications	2,143	768
▼ Equipment Rental, Repair & Maintenance	3,651	3,180
(5455) Equipment Repair & Maintenance	3,651	3,180
▼ Professional Services	1,545	2,000
(5510) Accounting	1,545	2,000
▼ Contractual Services	20,857	22,228
(5550) Information Service Costs	5,518	6,247
(5580) Other Contractual Services	15,339	15,981
▼ Professional Membership Dues	0	400
(5700) Prof Assoc Membership Dues	0	400

	FY2024 Approved Budget	FY2025 Proposed Budget
Revenues Less Expenses	\$ 0	\$ 0

FY2025 Capital Projects Fund Budget



Visualization



- Expenses
- Revenues

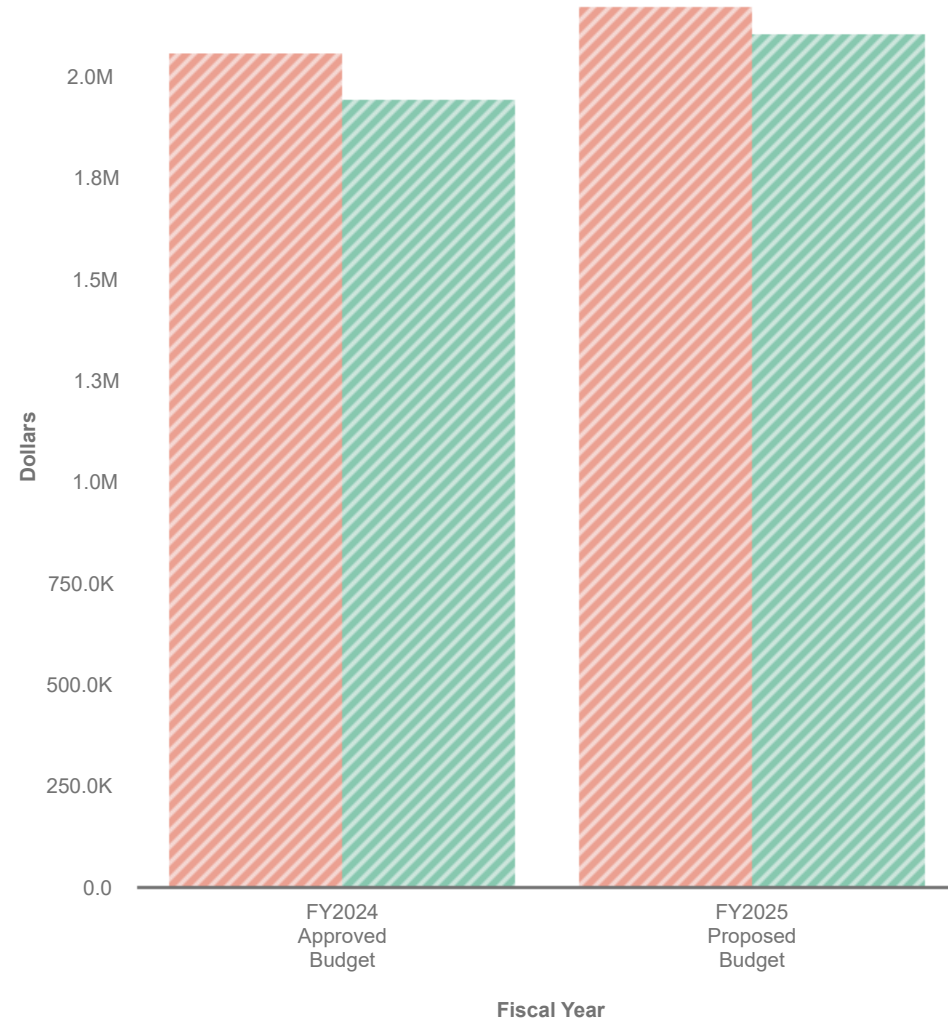
FY2025 Capital Projects Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	\$ 447,389	\$ 742,846
▼ Investment Income	23,686	17,846
(4500) Interest Income	23,686	17,846
▼ Inter-Company Transfers	423,703	725,000
(4999) Transfers From Other Funds	423,703	725,000
▼ Expenses	589,700	1,022,500
▼ Capital Outlays	589,700	1,022,500
(5750) Capital Outlays - Equipment	0	725,000
(5765) Capital Outlays - Building & Improvements	139,700	15,000
(5775) Capital Outlays - Vehicle	450,000	282,500
Revenues Less Expenses	\$ -142,311	\$ -279,654

FY2025 SHARE Operating Fund Budget



Visualization



- Expenses
- Revenues

FY2025 SHARE Operating Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	\$ 1,947,723	\$ 2,107,851
▼ Other Revenues	43,588	44,603
(4660) Grant Administration	31,213	32,228
(4678) SAM	12,375	12,375
▼ Fees for Services and Materials	1,553,858	1,704,636
(4305) Fees for Services and Materials	83,770	20,045
(4380) eResources Subscription	140,790	15,121
(4385) SHARE - Basic Fee	1,220,505	1,595,934
(4386) SHARE - Bibliographic Services	61,173	60,023
(4387) SHARE - Add'l Module Fee	45,440	10,000
(4388) SHARE - Transitions Fee	2,180	3,513
▼ Net Pass-Through	0	8,000
(4400) Reimbursements	0	8,000
▼ Investment Income	277	612
(4500) Interest Income	277	612
▼ Inter-Company Transfers	350,000	350,000
(4999) Transfers From Other Funds	350,000	350,000
▼ Expenses	2,059,603	2,171,762
▼ Personnel	1,268,201	1,309,464
(5000) Library Professionals	585,284	589,031
(5010) Other Professionals	263,175	282,124
(5020) Support Services	156,295	156,781
(5027) Leave Payoffs-Library Professional	0	7,688
(5030) Social Security Taxes	76,864	79,225
(5035) Unemployment Insurance	1,647	805
(5040) Workers' Compensation	663	1,029
(5045) Retirement Benefits (IMRF)	8,618	10,460
(5050) Health, Dental and Life Ins	170,345	177,315
(5058) Training & Professional Development	2,880	3,505
(5070) Recruiting	2,430	1,500
▼ Library Materials	157,066	203,574
(5100) Printed Materials	16,276	22,551

	FY2024 Approved Budget	FY2025 Proposed Budget
(5120) E-Resources	140,790	181,023
▼ Vehicle Expenses	2,500	2,500
(5200) Fuel	2,500	2,500
▼ Travel, Meetings, & Continuing for Staff & Board Members	56,783	51,054
(5250) Mileage,Gas & Tolls In-State	1,568	4,148
(5255) In-State Travel(Airfare,Train,etc)	175	295
(5260) Meals-In-State	3,390	5,122
(5265) Lodging-In-State	9,831	13,667
(5270) Mileage, Gas & Tolls-Out-of-State	1,252	116
(5275) Travel-Out-of-State(Airfare,Train,etc)	4,310	4,385
(5280) Meals-Out-of-State	5,827	2,476
(5285) Lodging-Out-of-State	12,885	4,720
(5290) Registration & Meetings, Other Fees	17,545	16,125
▼ Public Relations	10,961	13,456
(5330) Public Relations	10,961	13,456
▼ Supplies, Postage, & Printing	46,517	32,950
(5360) Computer Software & Supplies	39,767	27,700
(5365) Gen'l Office Supplies & Equipment	6,400	4,900
(5370) Postage	350	350
▼ Telephone & Telecommunications	18,161	18,000
(5400) Telephone & Telecommunications	18,161	18,000
▼ Equipment Rental, Repair & Maintenance	3,065	3,065
(5455) Equipment Repair & Maintenance	3,065	3,065
▼ Professional Services	27,325	30,598
(5500) Legal	1,000	1,000
(5510) Accounting	11,125	14,398
(5520) Consulting	2,000	2,000
(5530) Contractual Staff	13,200	13,200
▼ Contractual Services	324,687	353,426
(5550) Information Service Costs	321,944	349,721
(5570) Outside Printing Services	750	3,525
(5580) Other Contractual Services	1,993	180
▼ Professional Membership Dues	1,837	3,175
(5700) Prof Assoc Membership Dues	1,837	3,175
▼ Net Pass Through	0	8,000
(5840) Reimbursement	0	8,000

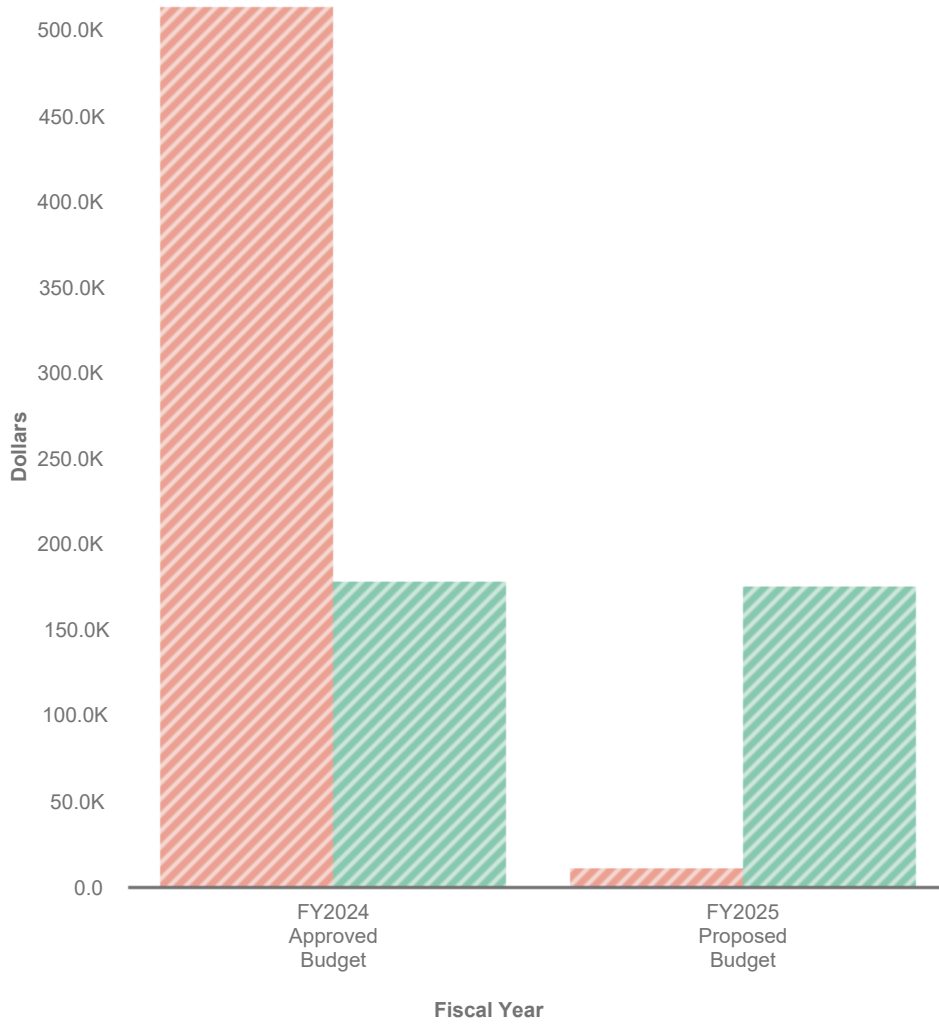
	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Inter-Company Transfers	142,500	142,500
(5999) Transfer to Other Funds	142,500	142,500
Revenues Less Expenses	\$ -111,880	\$ -63,911

FY2025 SHARE Reserve Fund Budget



- Expenses
- Revenues

Visualization



FY2025 SHARE Reserve Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	\$ 179,012	\$ 176,344
▼ Investment Income	36,512	33,844
(4500) Interest Income	36,512	33,844
▼ Inter-Company Transfers	142,500	142,500
(4999) Transfers From Other Funds	142,500	142,500
▼ Expenses	513,967	12,000
▼ Contractual Services	113,967	12,000
(5550) Information Service Costs	63,047	12,000
(5580) Other Contractual Services	50,920	0
▼ Capital Outlays	400,000	0
(5755) Capital Outlays - Computers	400,000	0
Revenues Less Expenses	\$ -334,955	\$ 164,344