

**Winnetka-Northfield Library District
Fiscal Year 2011-2012 Working Budget
Expenditures**

	2010-2011 Budget	2010-2011 Forecast	2011-2012 Proposed	% Change Prop./Fore.
<u>Personnel</u>				
Salaries & Wages	1,632,000	1,632,000	1,680,140	2.95%
IMRF	145,000	145,000	150,000	
IMRF Optional Reserve Contribution	0	0	50,000	
FICA	115,000	115,000	120,000	
Health Insurance	120,000	120,000	120,000	
Unemployment Insurance	1,000	0	1,000	
Flu Vaccinations	500	364	500	
Employee Assistance Program	1,000	750	1,000	
Total Personnel:	2,014,500	2,013,114	2,122,640	5.44%
<u>Adult Services</u>				
Books - Fiction	30,000	30,000	30,000	
Books - Nonfiction & Reference	133,500	133,500	130,000	
Books - Digital	0	0	10,000	
Periodicals	33,500	33,500	31,000	
DVDs	13,000	13,000	20,000	
Audio Books	27,000	27,000	30,000	
Music, including Digital	1,000	1,000	8,000	
Online Databases	123,000	123,000	120,000	
Next Reads	1,300	1,300	1,300	
Programs	5,000	5,000	5,000	
Portable Reading Devices	0	0	5,000	
Total Adult Services:	367,300	367,300	390,300	6.26%
<u>Juvenile Services</u>				
Books - Fiction	4,500	4,500	5,500	
Books - Nonfiction	17,000	17,000	17,000	
Books - YA/Teens	6,000	6,000	6,000	
Books - Easy	12,000	12,000	12,500	

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Books - Digital	0	0	1,000	
DVDs	6,000	6,000	8,000	
Audio Books	5,000	5,000	6,000	
Music	1,200	1,200	1,500	
Summer Reading	9,000	9,000	9,000	
Program Supplies	5,500	5,500	6,500	
Performer Fees	6,000	6,000	5,000	
Total Juvenile Services:	72,200	72,200	78,000	8.03%
 <u>Branch Services</u>				
Books - Fiction - Adult	13,000	13,000	15,000	
Books - Nonfiction - Adult	12,500	12,500	12,500	
Books - Digital	0	0	2,000	
Periodicals	3,500	3,500	3,500	
DVDs - Adult	4,000	4,000	4,000	
Audio Books - Adult	8,000	8,000	8,000	
Music	3,000	3,000	3,000	
Programs - Adult	3,000	3,000	3,000	
Books - Fiction - Juvenile	5,000	5,000	5,000	
Books - Nonfiction - Juvenile	4,000	4,000	4,000	
Books - Easy	3,000	3,000	3,000	
Books - YA/Teens	3,500	3,500	3,500	
DVDs - Juvenile	3,500	3,500	3,500	
Audio Books - Juvenile	2,500	2,500	3,000	
Summer Reading	2,000	2,000	2,000	
Programs - Juvenile	4,000	4,000	4,000	
Total Branch Services:	74,500	74,500	79,000	6.04%
 <u>Computer Services</u>				
CCS Operating	67,000	67,000	67,000	

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OCLC	10,000	10,000	10,000	
Software	10,000	10,000	11,000	
Lan Management	36,000	40,000	45,000	
Telecommunications	0	0	10,000	
Hardware	3,000	3,000	6,500	
Total Computer Services:	126,000	130,000	149,500	15.00%

Administrative Services

Library Supplies	14,000	14,000	15,000	
Office Supplies	19,000	15,000	15,000	
ILL Fees	500	500	500	
Water Filtration	400	400	400	
Coffee Supplies	2,000	2,000	3,000	
Vending Machine Supplies	600	600	600	
Hospitality/Volunteer Luncheon	5,500	5,500	5,500	
Legal Notices	3,000	3,000	3,000	
Delivery Service	35,000	7,000	7,500	
Photocopier Leases	22,000	25,000	25,000	
Postage	6,000	6,000	6,000	
Payroll Services	6,300	6,500	7,000	
E-Pay Fees	1,000	500	500	
Staffileno Memorial Program	5,000	5,000	5,000	
Movie Licensing	500	500	500	
One Book Two Villages	16,000	16,000	16,000	
Studio 60093 Film Festival	3,000	3,000	3,000	
Northfield Lease	48,000	48,000	48,000	
Trustee Expenses	2,000	2,000	2,000	
Total Administrative Services:	189,800	160,500	163,500	1.87%

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<u>Public Relations</u>				
E-Marketing	1,200	1,500	3,000	
Promotional Materials	7,000	5,000	5,000	
The Source	22,000	22,000	22,000	
Programs & Supplies	7,000	7,000	8,000	
Advertising	1,500	2,000	4,000	
Strategic Planning PR/Marketing	5,000	5,000	0	
Total Public Relations:	43,700	42,500	42,000	-1.18%
 <u>Utilities</u>				
Electricity	44,000	44,000	45,000	
Water/Sewer/Trash	1,300	1,300	1,450	
Gas	12,000	12,000	12,000	
Telephones	6,500	6,500	6,500	
Total Utilities:	63,800	63,800	64,950	1.80%
 <u>Professional Expenses</u>				
Conferences & Workshops	10,000	10,000	20,000	
Memberships	8,000	8,000	8,000	
Staff Meetings	1,000	500	1,000	
Staff Institute Day	3,000	2,000	3,000	
Staff Recognition	4,000	1,500	2,000	
Library Director's Expenses	1,000	1,000	1,000	
Total Professional Expenses:	27,000	23,000	35,000	52.17%
 <u>Professional Services</u>				
Legal	8,000	8,000	8,000	
Financial	6,000	6,000	6,000	
Audit	10,000	10,000	10,000	
Technology	5,000	3,000	10,000	

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Strategic Planning	85,000	85,000	1,000	
Building Appraisal	500	500	500	
Other Consultations	4,000	6,000	8,000	
Total Professional Services:	118,500	118,500	43,500	-63.29%
 <u>Insurance</u>				
Building & Liability	13,000	14,000	15,000	
Worker's Compensation	10,000	10,000	10,000	
Treasurer's Bond	2,000	2,000	2,000	
Director's and Officer's E&O	3,000	3,000	3,000	
Total Insurance:	28,000	29,000	30,000	3.45%
 <u>Maintenance Services</u>				
Maintenance Equipment	6,500	2,000	3,000	
Maintenance Supplies	8,500	6,000	6,000	
Landscaping	8,000	8,000	8,000	
Snow Removal	11,000	12,000	12,000	
HVAC	10,000	10,000	14,000	
Plumbing	0	4,500	5,000	
Elevators	6,000	6,000	6,000	
Automatic Doors	4,000	4,000	4,000	
Alarms	3,000	3,000	4,000	
Roof	1,500	1,500	1,500	
Miscellaneous Services	2,500	2,500	2,500	
Total Maintenance Services:	61,000	59,500	66,000	10.92%

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<u>Capital Expenses</u>				
Building	10,000	0	10,000	
Equipment and Furniture	30,000	5,000	35,000	
Computer Equipment	52,000	52,000	30,000	
Total Capital Expenses:	92,000	57,000	75,000	31.58%
Grand Total:	3,278,300	3,210,914	3,339,390	4.00%