Palos Heights Public Library
FY2025 BUDGET

		2025
4000 · EXPENSES		
4300 · PERSONNEL SERVICES		
4310 · OPERATIONAL SALARIES		
4311 · Salaried Employees	$	774,582.04
4312 · Hourly Employees	$	229,111.38
4313 · Additional Compensation	$	5,250.00
Total 4310 · OPERATIONAL SALARIES		**$1,008,943.42**
4330 · EMPLOYEE BENEFITS		
4331 · IMRF Ill. Muni. Ret. Fund (Levied separately)	$	84,082.63
4332 · FICA Social Security (Levied separately)	$	76,778.12
4333 · Insurance	$	157,362.44
4334 · Staff Apparel	$	1,200.00
Total 4330 · EMPLOYEE BENEFITS		**$319,423.19**
4350 · STAFF & BOARD PROFESSIONAL EDUCATION		
4351 · Membership Fees	$	2,400.00
4352 · Board Development	$	800.00
4353 · Administrator	$	500.00
4354 · Professional Staff	$	6,000.00
4355 · Support Staff	$	1,000.00
4356 · Mileage Reimbursement	$	1,100.00
Total 4350 · STAFF & BOARD PROFESSIONAL EDUCATION		**$11,800.00**
Total 4300 · PERSONNEL SERVICES		**$1,340,166.61**
4400 · CONTRACTUAL SERVICES		
4401 · PROFESSIONAL SERVICES		
4361 · Audit Fees (levied separately)	$	7,450.00
4362 · Legal Fees	$	2,000.00
4363 · Consultant Fees	$	500.00
4364 · Appraisal Fees	$	650.00
4365 · Accounting	$	4,950.00
Total 4401 · PROFESSIONAL SERVICES		**$15,550.00**
4402 · OUTSIDE SERVICES		
4412 · Payroll Services	$	5,040.00
4414 · Alarm	$	3,600.00
4416 · Maintenance	$	40,500.00
4417 · SWAN/OCLC	$	30,000.00
4418 · Technology	$	40,000.00
Total 4402 · OUTSIDE SERVICES		**$119,140.00**
4403 · PRINTING		
4421 · Newspaper/Advertising Notices	$	-
4424 · Newsletter Printing	$	19,387.83
Total 4403 · PRINTING		**$19,387.83**
4404 · PROGRAMMING		
4451 · Youth & Teen Programming	$	11,000.00
4452 · Public Services Programming	$	14,000.00
4454 · General Programming	$	10,000.00
Total 4404 · PROGRAMMING		**$35,000.00**
4405 · PUBLIC RELATIONS		
4461 · Public Relations	$	3,000.00
Total 4405 · PUBLIC RELATIONS		**$3,000.00**
Total 4400 · CONTRACTUAL SERVICES		**$192,077.83**
4406 · BUILDING MAINTENANCE		
4407 · REPAIRS & MAINTENANCE		
4431 · Pest Control	$	856.68
4432 · Heating/Cooling Service	$	13,000.00
4434 · Other Repairs/Maintenance	$	12,000.00
4436 · Lawn Maintenance	$	10,053.30
4437 · Snow Removal	$	6,751.61
Total 4407 · REPAIRS & MAINTENANCE		**$42,661.59**
4408 · EQUIPMENT MAINTENANCE		
4531 · Copier	$	8,220.00

		4533 · Other Equipment	$ 240.00
	Total 4408 · EQUIPMENT MAINTENANCE		**$8,460.00**
Total 4406 · BUILDING MAINTENANCE			**$51,121.59**
4440 · INSURANCE			
	4441 · Bldg & Contents		$ 23,451.57
	4443 · Worker's Comp (levied separately)		$ 1,827.95
Total 4440 · INSURANCE			**$25,279.51**
4470 · UTILITIES			
	4472 · Water		$ 3,000.00
	4473 · Gas		$ 2,000.00
	4474 · Telephone/FAX		$ 2,369.60
	4475 · INTERNET		$ 5,520.60
Total 4470 · UTILITIES			**$12,890.20**
4500 · SUPPLIES			
	4501 · OFFICE SUPPLIES		
		4511 · Public Services - Supplies	$ 1,000.00
		4512 · Youth & Teen - Supplies	$ 2,000.00
		4514 · Business Office - Supplies	$ 3,200.00
		4515 · Technical Services - Supplies	$ 6,000.00
		4516 · Circulation - Supplies	$ 3,050.00
		4518 · Local History - Supplies	$ 500.00
		4519 · Hospitality - Supplies	$ 1,200.00
	Total 4501 · OFFICE SUPPLIES		**$16,950.00**
	4502 · MAINTENANCE/CLEANING SUPPLIES		
		4541 · Maintenance/Cleaning Supplies	$ 5,350.00
	Total 4502 · MAINTENANCE/CLEANING SUPPLIES		**$5,350.00**
	4503 · MAILING EXPENSES & FEES		
		4551 · Postage & Handling	$ 650.00
		4553 · Bulk Fees & Permits	$ 5,670.00
	Total 4503 · MAILING EXPENSES & FEES		**$6,320.00**
Total 4500 · SUPPLIES			**$28,620.00**
4600 · CAPITAL EXPENSES			
	4601 · FURNITURE & EQUIPMENT		
		4611 · Furniture	$ -
		4612 · Library Equipment	$ -
		4614 · Other Equipment	$ -
	Total 4601 · FURNITURE & EQUIPMENT		**$0.00**
	4602 · BUILDING/FACILITY IMPROVEMENTS		
		4641 · Building Improvements	$ -
		4642 · Facility Improvements	$ -
		4643 · Capital Landscape/Hardscape	$ -
	Total 4602 · BUILDING/FACILITY IMPROVEMENTS		**$0.00**
	4603 · Special Reserves/Contingency		
		4631 · Special Reserves Replenishment	$ 195,523.97
	4603 · Special Reserves/Contingency		**$195,523.97**
Total 4600 · CAPITAL EXPENSES			**$195,523.97**
4700 · MEDIA/LIBRARYMATERIALS			
	4710a · Databases (adult)		$ 25,000.00
	4710b · Databases (youth)		$ 4,700.00
	4711 · Periodicals		$ 12,000.00
	4712 · Continuations		$ -
	4714 · Large Print Books		$ 5,250.00
	4715 · Books - Adult		$ 32,900.00
	4716 · Books - Youth		$ 33,000.00
	4717 · Videos - Adult		$ 4,000.00
	4718 · Videos - Youth		$ 800.00
	4719 · Audiobooks/Playaways - Adult		$ 2,000.00
	4720 · Audiobooks/Playaways - Youth		$ 3,750.00
	4721 · Software		$ 10,188.15
	4722 · Realia		$ 1,000.00

Palos Heights Public Library
FY2025 BUDGET

4723B · Video Games - Youth	$ 1,300.00
4724 · Library of Things	$ 1,000.00
4725A · E-Books - Adult	$ 12,000.00
4725B · E-Audiobooks - Adult	$ 14,000.00
4726 · E-Content - Youth	$ 3,500.00
4727 · PressReader	$ 4,196.85
Total 4700 · MEDIA/LIBRARY MATERIALS	**$170,585.00**
4900A · MISC. REIMB. (NOT LEVIED FOR)	
4900 · Reimbursement - Miscellaneous	$ 19,094.07
4902 · Grants	$ 17,800.30
4904 · Reimbursement Friends Book Sale	$ 11,000.00
4906a · Reimbursements - Restricted Gifts/Donation	$ 1,000.00
4906b · Reimbursements - Fundraising Expenses	$ -
Total 4900A · MISC. REIMB. (NOT LEVIED FOR)	**$48,894.37**
7000 · SPECIAL RESERVES PROJECTS	
7001 · Special Reserves Projects	$ 283,711.00
Total 7000 · SPECIAL RESERVES PROJECTS	**$283,711.00**
Total 4000 · EXPENSES	**$2,348,870.08**

3000 · RECEIPTS	
3100 · REAL ESTATE TAXES	
3101 · Tax Levies- Prior Years	$ 5,000.00
* ***3103 · Tax Levies-Current FY****	$ 1,964,410.78
Corporate Fund Levy	$ 1,791,926.93
IMRF Fund Levy	$ 84,082.63
Social Security Levy	$ 76,778.12
Audit Fund Levy	$ 7,450.00
Liability Fund Levy	$ 2,345.16
Worker's Comp Levy	$ 1,827.95
3105 · Tax Levies-Last Yr	$ 15,000.00
3261 · Corporate Replacement Tax	$ 25,000.00
Total 3100 · REAL ESTATE TAXES	**$2,009,410.78**
3200 · MISCELLANEOUS RECEIPTS	
3201 · FRONT DESK	
3210 · LOST/DAMAGED/OVERDUE FEES	$ 2,500.00
3220 · BORROWERS CARDS	$ 1,800.00
3250 · MISCELLANEOUS FRONT DESK	$ 3,500.00
Total 3201 · Front Desk	**$7,800.00**
3202 · MISCELLANEOUS - REIMBURSEMENTS	
3231 · Friends Book Sales	$ 11,000.00
3251 · Miscellaneous	$ 12,784.00
3260a · Restricted Gifts/Donations	$ 1,000.00
3260b · Unrestricted Gifts/Annual Fundraising	$ 15,000.00
3260c · Planned Giving	$ 15,000.00
Total 3202 · MISCELLANEOUS - REIMBURSEMENTS	**$54,784.00**
3240 · COPIER	
Copier	$ 4,000.00
3240 · COPIER	**$4,000.00**
3270 · Grants	
Per Capita Grant	$ 17,800.30
3270 · Grants	**$17,800.30**
Total 3200 · MISCELLANEOUS RECEIPTS	**$84,384.30**
3300 · INTEREST EARNED	
3382 · Prior Years Taxes	$ -
3384 · Money Market FMB General Fund	$ 30,000.00
3387 · Money Market IPTIP	$ 40.00
3388 · Checking Account	$ 35.00
Total 3300 · INTEREST EARNED	**$30,075.00**
Total 3000 · RECEIPTS	**$2,123,870.08**