



Illinois Heartland Library System

TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: May 12, 2021
RE: FY2021 SHARE Fund Budget Amendment

Background

During the April IHLS committee and board meetings, amendments to the FY2021 General and Cataloging Maintenance Center (CMC) Fund budgets were presented and approved for the purchase of furniture at the Edwardsville office. The SHARE Executive Council and the SHARE Finance & Policy Committee were not scheduled to meet until after the deadline to submit the furniture order. At their April meeting, a budget amendment was presented and approved for SHARE's portion of the furnishings.

Proposal

Attached please find the amended SHARE Fund Budget for your review and consideration. It was approved and moved forward by the Finance and Executive Committees at their May meetings. The amendment requires final approval by the board at the May 25, 2021 meeting. The proposed budget amendment is an estimate and intended as a "no more than" expenditure.

Thank you, and please let me know if you have any comments or questions.

SHARE Fund – Budget changes for FY2021

General Office Supplies & Equipment (Expense | 5365):

Proposed increase reflects the purchase of furniture for the first-floor remodel.

Budget Line Item	SHARE Fund			
	FY2021	FY2021		
	Approved	Amended		
	Budget	Budget		Difference
REVENUES				
State Grants				
Area & Per Capita	4000	-	-	-
CMC	4027	-	-	-
OCLC	4032	-	-	-
TMQ	4034	-	-	-
Other State Grants	4099	-	-	-
Other Grants	4200	125,000.00	125,000.00	-
Fees for Services & Materials				
ILDS	4222	-	-	-
Fees for Services & Materials	4305	-	-	-
Member Day	4315	-	-	-
Cloud Subscription	4380	107,825.00	107,825.00	-
SHARE Basic Fee (Membership Fee)	4385	1,160,647.00	1,160,647.00	-
Bibliographic Services	4386	80,429.00	80,429.00	-
Add'l Module Fee	4387	27,000.00	27,000.00	-
SHARE Transitions Fee	4388	6,754.00	6,754.00	-
Interest Income	4500	12,665.00	12,665.00	-
Other Revenue				
Room Rental	4600	-	-	-
Miscellaneous Income	4650	-	-	-
Miscellaneous Income Uncollectible	4651	-	-	-
Asset Surplus Proceeds	4655	-	-	-
Grant Administration	4660	35,254.00	35,254.00	-
E-Rate Funding	4675	-	-	-
SAM	4678	12,375.00	12,375.00	-
ICN Filtering	4680	-	-	-
Dream Host	4685	-	-	-
Transfer From Other Funds	4999	300,000.00	300,000.00	-
Estimated Total Revenue		1,867,949.00	1,867,949.00	-
EXPENSES				
Personnel				
Salaries & Wages				
Library Professional	5000	492,227.00	492,227.00	-
Other Professional	5010	204,831.00	204,831.00	-
Support Services	5020	107,318.00	107,318.00	-
Payroll Taxes & Fringe Benefits				
Social Security Taxes	5030	61,535.00	61,535.00	-
Unemployment Insurance	5035	3,148.00	3,148.00	-
Worker's Compensation	5040	845.00	845.00	-
Retirement Benefits (IMRF)	5045	44,187.00	44,187.00	-
Dental, Health, Life & Vision Ins.	5050	135,071.00	135,071.00	-
Other Fringe Benefits	5055	-	-	-
Retention & Wellness	5057	-	-	-
Training & Professional Development	5058	2,597.00	2,597.00	-
Recruiting	5070	634.00	634.00	-
Subtotal-Personnel		1,052,393.00	1,052,393.00	-
Library Materials				
Printed Materials	5100	-	-	-
Nonprinted Materials	5110	-	-	-
E-Resources	5120	232,825.00	232,825.00	-
Subtotal-Library Materials		232,825.00	232,825.00	-
Building & Grounds				
Rent	5150	-	-	-
Utilities	5160	-	-	-
Property Insurance	5170	-	-	-
Repairs and Maintenance	5180	-	-	-
Custodial/Janitorial Svcs & Supplies	5190	-	-	-
Other Building & Grounds	5195	-	-	-
Subtotal-Building & Grounds		-	-	-
Vehicle Expenses				
Fuel	5200	1,794.00	1,794.00	-
Repairs and Maintenance	5210	-	-	-
Vehicle Insurance	5220	-	-	-
Other Vehicle Expense	5245	-	-	-
Subtotal-Vehicle Expenses		1,794.00	1,794.00	-
Travel & Continuing Education for Staff & Board				
Mileage,Gas, Tolls-In State	5250	1,800.00	1,800.00	-
In State Travel(Airfare,Train,Taxi)	5255	280.00	280.00	-
Meals In State	5260	2,598.00	2,598.00	-
Lodging In State	5265	7,480.00	7,480.00	-
Mileage,Gas, Tolls-Out State	5270	-	-	-
Out State Travel(Airfare,Train,Taxi)	5275	4,517.00	4,517.00	-
Meals Out State	5280	4,193.00	4,193.00	-
Lodging Out State	5285	8,748.00	8,748.00	-
Registration and Meetings	5290	9,595.00	9,595.00	-
Conferences & Cont Ed Mtgs	5300	-	-	-
Member Day	5315	-	-	-
Subtotal-Travel & Continuing Education		39,211.00	39,211.00	-

		SHARE Fund		
Budget Line Item		FY2021	FY2021	Difference
		Approved Budget	Amended Budget	
Public Relations	5330	3,210.00	3,210.00	-
Liability Insurance	5350	-	-	-
Supplies, Postage & Printing				
Computers, Software & Supplies	5360	18,800.00	18,800.00	-
Gen'l Office Supplies & Equipment	5365	2,250.00	37,250.00	35,000.00
Postage	5370	1,400.00	1,400.00	-
Delivery Supplies	5385	-	-	-
Subtotal-Supplies, Postage & Printing		22,450.00	57,450.00	35,000.00
Telephone and Telecommunications	5400	17,503.00	17,503.00	-
Equipment Rental, Repair & Maintenance				
Equipment Rental	5450	-	-	-
Equipment Repair & Maintenance Agreements	5455	3,480.00	3,480.00	-
Subtotal-Equipment Rental, Repair & Maintenance		3,480.00	3,480.00	-
Professional Services				
Legal	5500	1,000.00	1,000.00	-
Accounting	5510	12,620.00	12,620.00	-
Consulting	5520	15,000.00	15,000.00	-
Contractual Staff	5530	-	-	-
Subtotal-Professional Services		28,620.00	28,620.00	-
Contractual Services				
Information Service Costs	5550	224,328.00	224,328.00	-
Contract Agreements w/Systems, Member Lib	5560	-	-	-
Outside Printing Services	5570	-	-	-
Other Contractual Services	5580	5,960.00	5,960.00	-
Subtotal-Contractual Services		230,288.00	230,288.00	-
Professional Association Membership Dues	5700	1,564.00	1,564.00	-
Miscellaneous	5725	390.00	390.00	-
Capital Outlays				
Capital Outlays- Equipment	5750	-	-	-
Capital Outlays- Computers	5755	-	-	-
Capital Outlays- Furniture & Fixtures	5760	-	-	-
Capital Outlays- Building & Improvements	5765	-	-	-
Capital Outlays- Land	5770	-	-	-
Capital Outlays- Vehicles	5775	-	-	-
Subtotal-Capital Outlays		-	-	-
Transfer To Other Funds				
SHARE Reserves		142,500.00	142,500.00	-
Subtotal-Transfer To Other Funds		142,500.00	142,500.00	-
Estimated Total Expenses		1,776,228.00	1,811,228.00	35,000.00
Estimated Excess (Deficiency) of Revenue over Expenses		91,721.00	56,721.00	35,000.00

Capital Outlays				
Capital Outlays- Computers (SHARE Reserves)	5755	\$ 69,500.00	\$ 69,500.00	-