



## Illinois Heartland Library System

---

TO: IHLS Board of Directors  
FROM: Leslie Bednar  
DATE: May 19, 2025  
RE: FY2026 Draft Budget and Budget Narrative

Attached, you will find our FY2026 draft budget and budget narrative for your review. This includes budgets for the General Fund, Cataloging Maintenance Center, iLEAD Library Trustee Training, OCLC Billing, Capital Projects, and SHARE.

In accordance with guidance from the Illinois State Library, we are providing both a budget narrative and a traditional budget format. We hope this combined approach offers a more comprehensive view of our financial plans in relation to our operations and member services.

We have changed very little since this document was shared with committees and the board in April. Adjustments have been made to the General budget's revenue and expenditures following the cancellation of federal digital equity grants, and modifications to the Capital Projects fund since the May committee meetings. The changes we have made are as follows:

### General

- Revised Miscellaneous Income to exclude revenue from the SIUC broadband agreement, following the cancellation of federal grant funding for the project.
- Revised Grant Administration revenue to account for budget increases in the iLEAD LTT and OCLC grants.
- Adjusted the in-state travel and registration amounts within the travel section to incorporate one staff attendance at the American Library Association (ALA) conference. Given the significance of this event and its location in Chicago during FY2026, it is essential for IHLS to have a representative present. Expenditures for the SIUC broadband agreement were also removed from in-state travel.
- Adjusted the Computer Software and Supplies line to remove the expenditure related to the SIUC broadband agreement.

### iLEAD LTT

- Adjusted the Other Professional budget amounts based on benchmarking results for reclassifying the Project Coordinator role to Project Manager, ensuring the title aligns with its actual responsibilities as the sole staff member assigned to this project. This change also impacts wage-related taxes and benefits.

---

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

---

- Updated the revenue and the grant administrative fee in the Other Contractual Services expense to reflect the budget change.

#### OCLC

- Adjusted the Information Service Costs to account for a 30% increase in the financial software renewal.
- Updated the revenue and the grant administrative fee in the Other Contractual Services expense to reflect the budget change.

#### Capital Projects

- Updated to include the cost of the Automatic Materials Handling Systems (AMHS) machine in Carbondale, following an installation delay due to the addition of second induction stations on the Edwardsville and Champaign machines.

#### SHARE

- Adjusted the in-state travel and registration amounts within the travel section to incorporate one staff attendance at the American Library Association (ALA) conference. A SHARE staff member who is on the committee encourages members to attend this conference. It will also be beneficial for continuing education.
- Adjusted Professional Association Membership Dues to reflect the addition of one staff member obtaining an Illinois Library Association (ILA) membership because of their committee service.

IHLS staff have identified several areas for budget reductions in FY2026, with plans to use the year to strategize further cuts in anticipation of the possible dissolution of the Institute of Museum and Library Science (IMLS). Additionally, reductions are being considered to account for the declining reserve cash balances, ensuring financial stability in the coming years.

IHLS has been instructed by the Illinois State Library to plan for the FY2026 System Area & Per Capita Grant (SAPG) allocation at the same level as FY2025. As of this date, we can state that the Illinois State Library has received some of its FY2025 allocation through the [Grants to States program](#) with IMLS. The ISL delays funding utilization from one federal fiscal year to the following state fiscal year. We await guidance from the ISL regarding the remaining funding priorities. In FY2025, IMLS provided \$659,722.21 through the Library Services and Technology Act (LSTA) portion of the SAPG, representing 16.8% of our total SAPG award of \$3,919,852.02. For FY2024, our Annual Report recorded delivery costs (excluding ILDS) at \$1,780,856.53, with the LSTA portion covering approximately 37% of this expense.

All IHLS budgets require approval from the Illinois State Library. The IHLS Board approves the General, Capital, and SHARE budgets. The SHARE (proprietary) budget is reviewed by the SHARE Executive Council and forwarded to the IHLS Board with their recommendations. The Cataloging Maintenance Center, iLEAD Library Trustee Training, and OCLC special

revenue budgets are approved by the Illinois State Library.

The budgets and narratives were posted on our [website](#) following the April 22 board meeting for member feedback. Below you will find a summary of the feedback that we have received to date.

In May, there are several opportunities for discussion and review of the proposed FY2026 budgets:

- May 12: Finance Committee Meeting
- May 15: Executive Committee Meeting
- May 27: Board Meeting (final approval)

Thank you for your consideration and patience as we made a handful of last-minute adjustments.

# Please provide your feedback for the FY2026 IHLS Operational Plan and Budget(s)

## 3 registered statements

### Laura Naugle

May 15, 2025, 2:14 PM

The FY2026 IHLS Operational Plan and Budget looks like a reasonable plan. My only concern is if our delivery of materials will be cut and cost to each library will increase.

Support this statement (/portals/illinoisheartland/Issue\_14414/votes/1028752/add\_support.js)



#### Message from IHLS Open Town Hall Admin

Thank you for reviewing our draft FY2026 budget and operational plan. The Illinois State Library instructed IHLS to budget for level funding in FY2026. Delivery is a service that impacts all of our members, and we will do all we can to retain the current level of service.

### Sandra West

April 30, 2025, 10:52 AM

With the recent federal government executive orders, does IHLS need to prepare for any funding cuts that may be passed to them from ISL? There was an article in the Chicago Tribune on 4/28/25 regarding the federal cuts could impact library delivery within the state. If a budget cut happens and it does affect delivery, what steps are being planned to ensure libraries continue to receive such an outstanding service? Will libraries need to consider paying for delivery services in FY2026?

IHLS does an excellent job being transparent to their stakeholders. The narrative and budget are well presented and look to be fiscally sound.

Support this statement (/portals/illinoisheartland/Issue\_14414/votes/1027266/add\_support.js)



#### Message from IHLS Open Town Hall Admin

Thank you for reviewing our draft FY2026 budget and operational plan. The Illinois State Library instructed IHLS to budget for level funding in FY2026. Delivery is a service that impacts all of our members, and we will do all we can to retain the current level of service.

### Kyla Waltermire

April 30, 2025, 10:46 AM

If IMLS funding is not available, how will IHLS adjust to continue offering functional 5-day delivery service as outlined in the Operational Plan? What will happen with the iLEAD portal - is the ISL providing funding in lieu of the IMLS?

Support this statement (/portals/illinoisheartland/Issue\_14414/votes/1027263/add\_support.js)



#### Message from IHLS Open Town Hall Admin

Thank you for reviewing our draft FY2026 budget and operational plan. The Illinois State Library instructed IHLS to budget for level funding in FY2026. Delivery is a service that impacts all of our members, and we will do all we can to retain the current level of service. We were also asked to submit a proposal for continuing the iLEAD Trustee Training Portal in FY2026.

IHLS Open Town Hall is not a certified voting system or ballot box. As with any public comment process, participation in IHLS Open Town Hall is voluntary. The statements in this record are not necessarily representative of the whole population, nor do they reflect the opinions of any government agency or elected officials.



# Illinois Heartland Library System

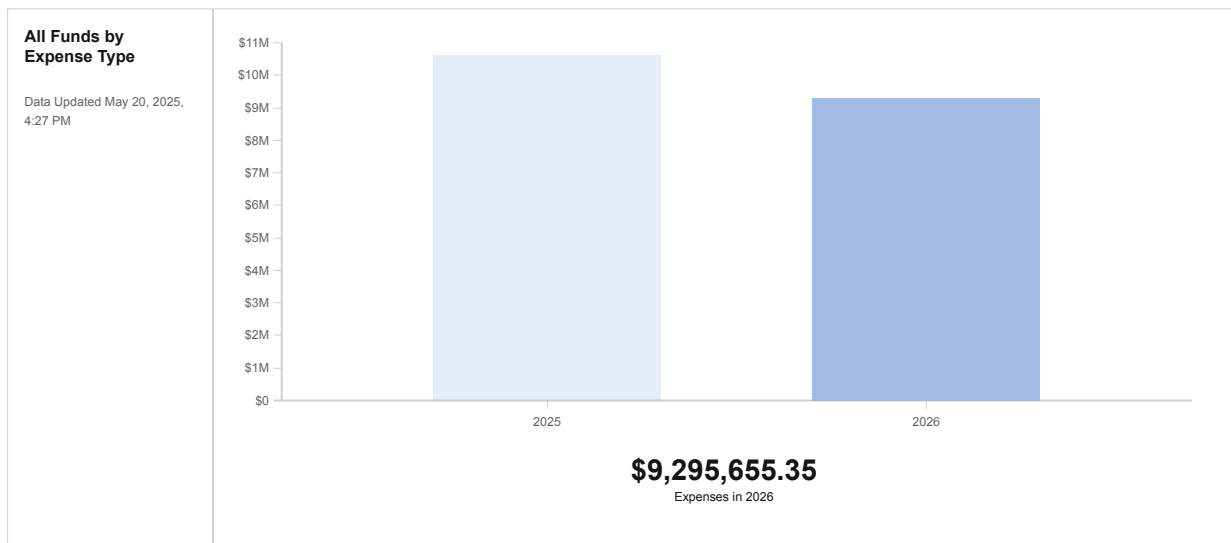
## Fiscal Year 2026 Budget Narrative

July 1, 2025 - June 30, 2026



### FY2026 Budget Narrative

Illinois Heartland Library System has changed and matured in the last 14 fiscal years. As we enter our 15th year as a library support organization, we continue to focus on the core services of resource sharing, delivery, and library automation. We rely on member feedback in surveys to enhance our services and implement innovation when beneficial. Additional areas of focus for FY2026 will again support our 500+ multi-type libraries in the areas of advocacy and continuing education.

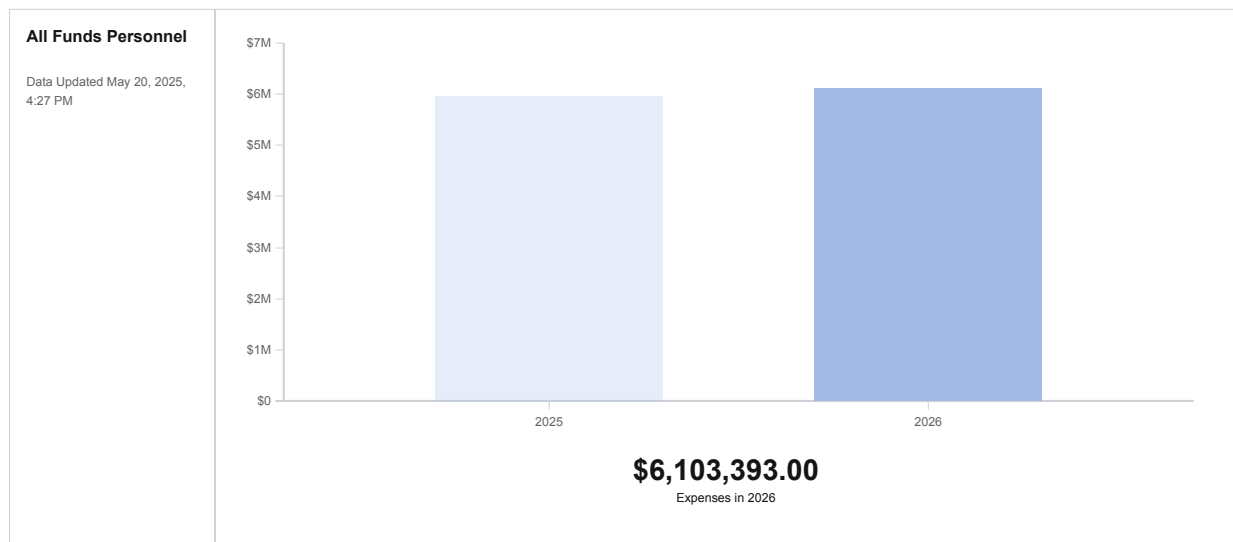


The proposed FY2026 budgets were developed to align with the activities outlined in our operational plan. These activities support the Illinois statutory priorities of library administration, resource sharing, bibliographic access, consulting and continuing education, and delivery. The major planned activities include:

- Continue outreach to school libraries and public library trustees, including the maintenance and promotion of a trustee learning program and updates to the Administrative Ready Reference using funds from the iLEAD Library Trustee Learning grant through the Illinois State Library.
- Maintain exceptional delivery services to member libraries while refining processes to enhance efficiencies through the use of the Automated Materials Handling System (AMHS) machines.

- Enhance services offered to member libraries through E-Resources, the Aspen Discovery Layer, the McNaughton Books Subscription, and the Solus app.
- Continue in-person travel to ensure staff will receive the necessary support for site visits, networking opportunities, and continuing education. This better equips staff to build expertise in different areas of librarianship, therefore enhancing their training skills, helping them build and sustain professional relationships, and keeping them up to date on library marketplace trends.
- Increase resources focused on advocacy, professional development, and networking support for our multi-type membership.
- Contract with our Grants Consultant to explore funding options for additional member services.

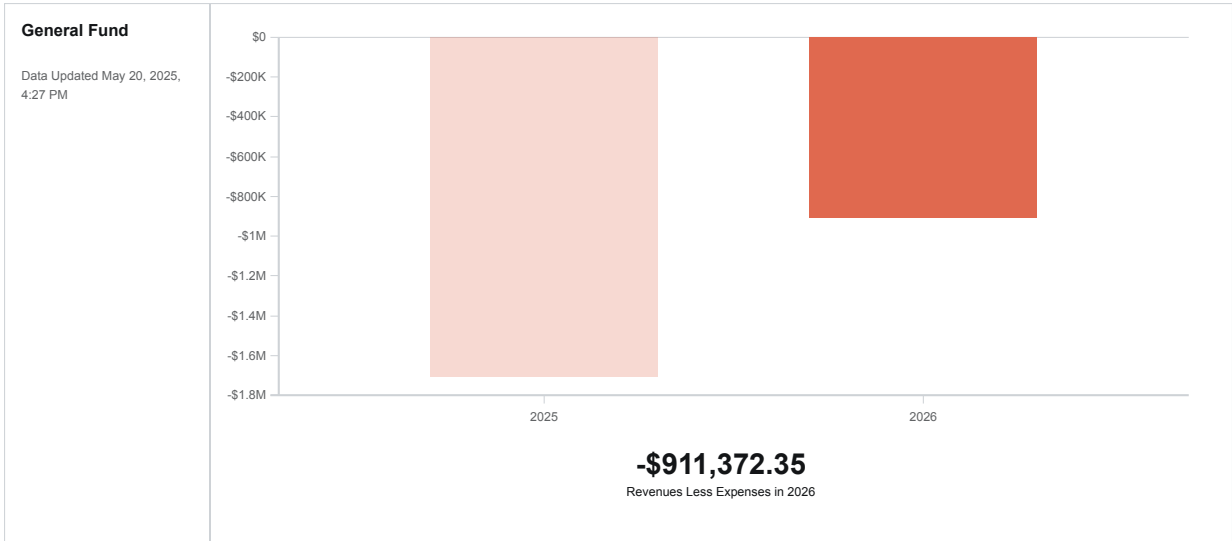
## Personnel



The largest component of our budget is Personnel. This accounts for approximately 66% of our total budget. Our staff are the backbone in the development and implementation of our organizational goals.

- Compensation for all positions, including Library Professionals, Other Professionals, and Support Services, is projected with an increase of 3% of wages.
- Social Security Taxes are projected at 7.65%.
- Unemployment Insurance is projected at 0.32% of the first \$13,916 wages earned per worker.
- Worker's Compensation Insurance is based on provider estimates.
- Retirement Benefits are projected for staff members who are estimated to work more than 1,000 hours in FY2026. For CY2026, it was estimated with a 10% increase over the CY2025 rate of 0.81%.
- Health, Dental, Vision, Accidental Death, and Life insurance renewals are in January. They will remain at the current rate for CY2025 and are projected at a 5% increase for CY2026.
- Other Fringe Benefits include an employee referral program.
- Retention & Wellness include labor law posters, staff member memorials, and staff gatherings.
- Training & Professional Development include the annual IHLS staff day and ongoing professional development training.
- Temporary Help includes coverage for staff while out on unplanned leave.
- Recruiting includes job postings, fit for duty exams, background checks, 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. This year's budget has a projected deficit of \$911,372, which will ultimately be balanced by utilizing reserve funds. The negative cash flow is due to a \$75,000 transfer to the Capital Projects Fund for the purchase of a box truck for ILDS, a \$350,000 transfer to the SHARE Operating Fund for its annual contribution, and \$486,372 in operating expenses. IHLS will pay for these expenses from the General Fund balance, which is \$5,769,527.64 as of March 31, 2025. These reserve funds are derived from the accumulation of previous years' revenue over expenditures balances—i.e., years of savings.

To help reduce the impact of increasing expenditures, management has reduced expenses in the following categories: Buildings and Grounds, Vehicle Expenses, Travel, Conferences & Continuing Education, Public Relations (i.e., marketing), Supplies, Telephone, Equipment Rental, Professional Services, Contractual Services, and Professional Membership Dues.

## Revenues

The General Fund projected revenues of \$4,544,978 are mainly comprised of \$3,919,852 from the System Area and Per Capita Grant (SAPG) and \$407,550 from the state-wide Illinois Library Delivery Services (ILDS). Other items included are office leasing, HR Source Grant cost-sharing, IHLS Member Day vendor support, investment income, member training revenue, E-Rate funding, grant administration fees for the Cataloging Maintenance Center (CMC) grant, the iLEAD Library Trustee Learning Grant, and the OCLC grant.

## Expenses

## Personnel

General Fund personnel expenses include the potential retirement of a long-term staff member's vacation payout and estimated IMRF accelerated payment. All staff are compensated at the market benchmark level based on experience, education, and service. IHLS anticipates receiving \$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).



## **Vehicle Expenses**

The General Fund projected expense for fuel decreased for FY2026 based on a combination of FY2025 actuals and industry forecasting. Vehicle insurance is projected based on coverage for 30 vehicles. The vehicle leasing amounts account for two vehicles leased through Enterprise Fleet Management for a portion of FY2026.

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

The General Fund expense components are travel and registration for staff and board members to attend conferences, advocacy events, board member training, IHLS member site visits, and staff meetings.

The travel and registration expense include staff attendance at the following conferences: American Library Association (ALA), American Association of School Librarians (AASL), Association of Illinois School Library Educators (AISLE) Conference, Illinois Association of School Boards (IASB), Illinois Library Association (ILA) Conference, Library Marketing and Communications Conference (LMCC), Illinois Reading Council, Midwest Digital Marketing Conference (MDMC), Innovative Users Group (IUG) Conference, Public Library Association (PLA), Reaching Forward South (RFS) Conference, ILA Trustee Workshops, ILA Legislative Meet-ups, International Coalition of Library Consortia (ICOLC), Directors University, and intra-company travel.

## **Conferences & Continuing Education Meetings for IHLS Member Libraries**

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

## **Public Relations**

The General Fund projection includes printed and digital communications (such as printed brochures and program fliers) and outreach events (such as conference sponsorships and appearances). These activities help keep members informed of system services and contacts.

## **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 insurance.

## **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.

## **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 costs 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 miscellaneous consulting for the GeoMARC services to review the delivery routes and contractual staff for grant opportunities for IHLS and member libraries.

## **Contractual Services**

The General Fund expenses include projections for information service costs, outside printing services, and other contractual services. This includes Information Technology, Marketing and Communications,

Accounting, and Human Resources database software subscriptions.

### **Professional Membership Dues**

This includes staff, board, and institutional professional membership dues.

### **Miscellaneous**

This line includes General Fund bank fees and accounts payable checks.

### **Net Pass Through**

This includes General Fund expenditures on behalf of member libraries that will be reimbursed. In FY2026, SWANK movie licenses will be offered to K -12 schools, increasing this budget line.

### **Inter-Company Transfers**

The General Fund transfer expenses include the annual contribution to the SHARE fund of \$350,000 and the transfer of \$75,000 to the Capital Projects Fund for the purchase of a box truck for ILDS delivery.

# 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

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

## Expenses

### Personnel

This line 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

This line includes travel and registration costs for staff attendance at the following conferences: PrairieCat Users Group (PUG) Day, Online Audiovisual Catalogers (OLAC), Association of Illinois School Library Educators (AISLE) Conference, Illinois Library Association (ILA) Conference, Reaching Forward South (RFS) Conference,

# Special Revenue Fund Online Computer Library Center Budget Narrative



Supported by the Illinois State Library (ISL), the OCLC Billing Grant is operated by 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

This line includes 1.75 full-time equivalent staff allocated to the OCLC grant.

### Supplies, Postage, & Printing

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

### Telephone and Telecommunications

This line includes monthly costs for telephone users.

### Equipment Repair & Maintenance Agreements

This line includes costs for copiers and maintenance at the Edwardsville location.

### Professional Services

Reaching Forward Conference, and intra-state travel.

### **Public Relations**

This line includes booth fees and educational handouts.

### **Supplies, Postage, & Printing**

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

### **Telephone and Telecommunications**

This line includes monthly costs for telephone users.

### **Equipment Repair & Maintenance Agreements**

This line includes cost for copiers and maintenance at two locations (Champaign and Edwardsville).

### **Contractual Services**

This line includes computer and software online services such as Zoom, Classification Web, WebDewey, RDA Toolkit, Otter Pro, Ancestry.com, Turboscribe, Fab Tech, Adobe, MailChimp, domain name renewal, and grant administrative fees.

### **Professional Membership Dues**

This line includes staff and institutional professional membership dues.

This line includes the FY2025 audit costs.

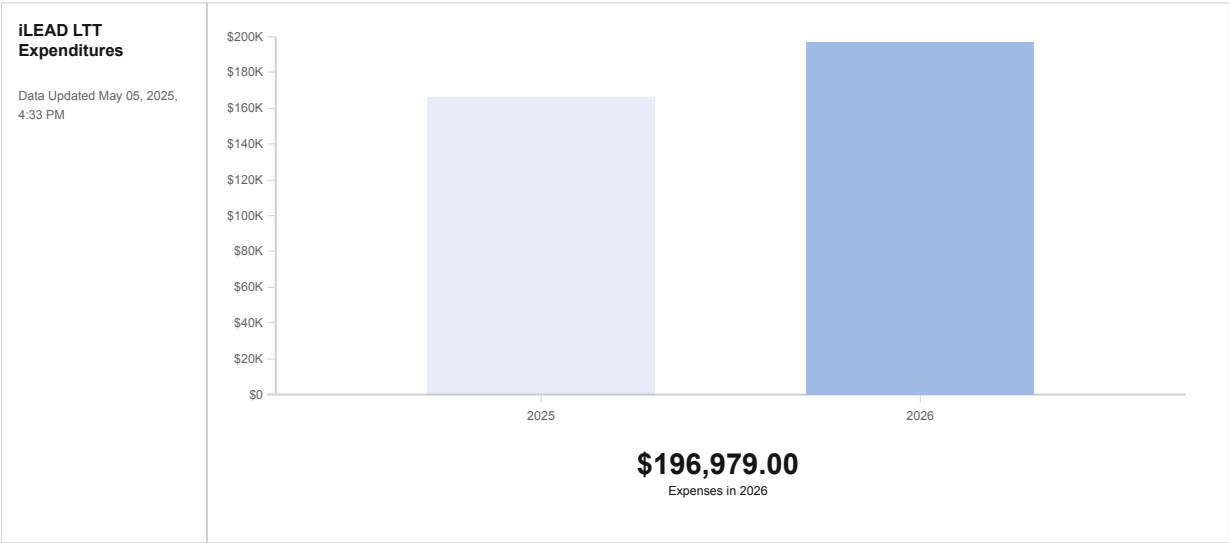
### **Contractual Services**

This line includes the Traverse financial software support agreement, Adobe subscriptions, domain name renewal, and grant administrative fees.

### **Professional Membership Dues**

This line includes staff professional membership dues.

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



The iLEAD (Leadership, Empowerment, Accessibility, and Development) Library Trustee Learning Portal is an online learning resource developed for Illinois public library trustees. This project is a grant supported by the Illinois State Library (ISL) and developed by Illinois Heartland Library System (IHLS), with subject matter experts located throughout the state contributing and advising. This online learning portal provides users with the knowledge, requirements, and resources they need to be influential library leaders. In FY2026, the grant work will include updates to the Administrative Ready Reference.

## Revenues

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

## Expenses

### Personnel

Includes 1.0 full-time equivalent staff of a Project Manager. Previously shared with the General Fund, this position will now be fully allocated to the grant in FY2026 due to expanded responsibilities associated with the grant.

### Travel, Meetings, and Continuing Education

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

### Public Relations

This line includes educational materials to promote the learning portal to public library directors and trustees statewide.

### Supplies, Postage, & Printing

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

### Telephone and Telecommunications

This line includes monthly costs for telephone users.

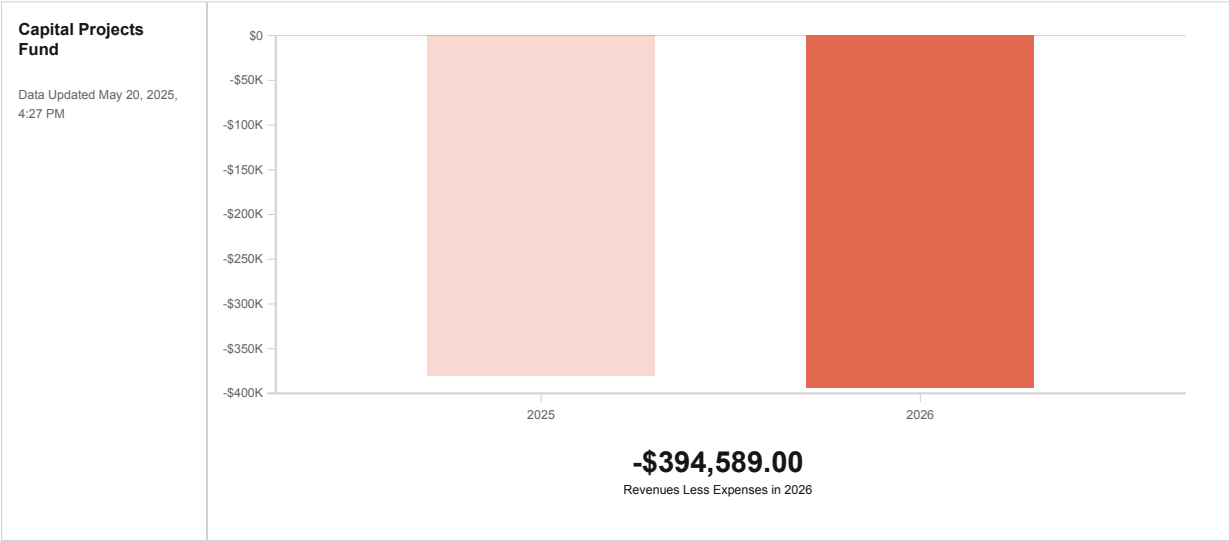
### Professional Services

This line includes projections for legal and contractual staffing needs for the module development and updates to the Administrative Ready Reference.

**Contractual Services**

This line includes the software subscriptions to develop the learning 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 \$394,589 that will be balanced with the fund balance. The Capital Projects Fund balance of \$569,936.94 as of March 31, 2025, is derived from the accumulation of the General Fund’s previous years' revenue over expenditures balances and revenue from interest income—i.e., years of savings.

## Revenues

Capital Projects Fund's projected income source is investment income and the transfer from the General Fund balance to cover the cost of the purchase of one box truck.

## Expenses

### Capital Outlays - Equipment

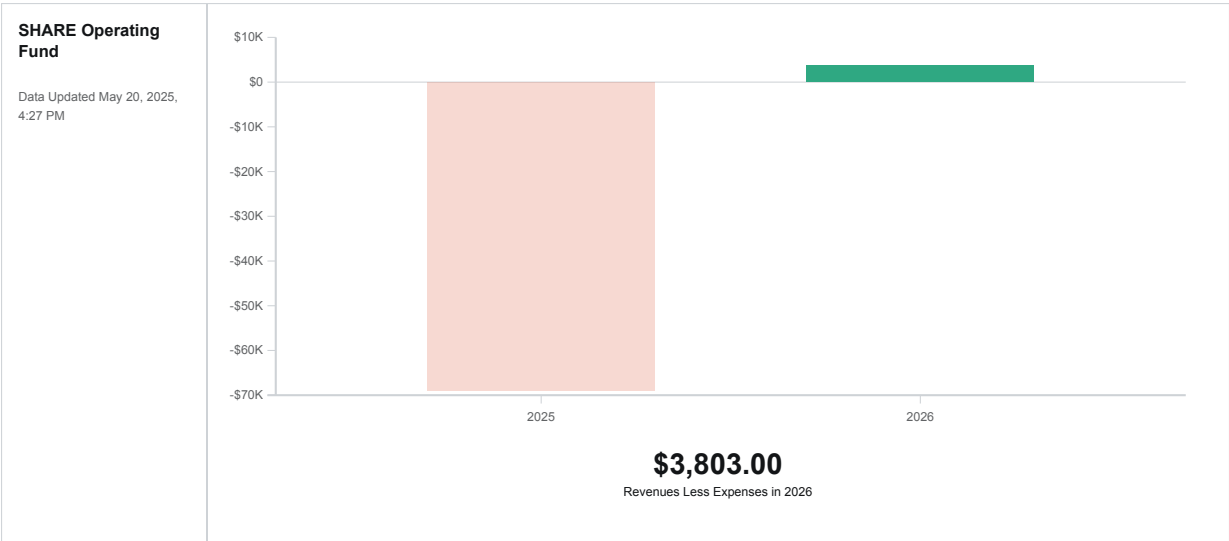
This includes the installation of the Automatic Materials Handling Systems (AMHS) machine in Carbondale, initially budgeted for FY2025. The installation has been delayed due to the addition of second inductions on the Edwardsville and Champaign machines.

### Capital Outlays - Vehicles

This includes the purchase of six vehicles:

- One staff vehicle
- Four delivery vans
- One box truck

# 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 339 members at 473 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. SHARE 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

The SHARE Fund's projected revenues of \$2,284,726 mainly comprise SHARE member fees for services and materials and the IHLS General Fund support. SHARE membership fee scales were revised in FY2025 and include modules, cloudLibrary, and Aspen. Other revenue items included are cataloging services, investment income, the Cataloging Maintenance Center (CMC) grant administration fee, group subscription reimbursements, and Smart Access Manager (SAM) billing.

## Expenses

### Personnel

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

### Library Materials

The SHARE Fund eResources projection is a direct expense of cloud subscription fees, including an additional \$50,000 of eBook purchases 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

The SHARE fund expense components for this line 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: American Library Association (ALA) Conference, Association of Illinois School Library Educators (AISLE) Conference, Online Audiovisual Catalogers Conference (OLAC), Illinois Library Association (ILA) Conference, Library Marketing & Communications Conference (LMCC), Innovative Users Group (IUG) Conference, Public Library Association (PLA), Reaching Forward South (RFS) Conference, International Coalition of Library Consortia (ICOLC), ILA Legislative Meet-Ups, and intra-company travel.



## **Public Relations**

This category includes printed and digital communications (such as printed brochures and program fliers) and outreach events (such as conference sponsorships and appearances). These activities help keep SHARE members informed of consortium features and contacts, and they contribute to the recruitment of new members.

## **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 supplies for a book repair class.

## **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**

This 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.

## **Contractual Services**

This category includes 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. It also allocates \$17,600 for Aspen development to address requests from members and resolve issues. Another item added for FY2026 is an SQL Server Enterprise update for Polaris, costing \$10,326.

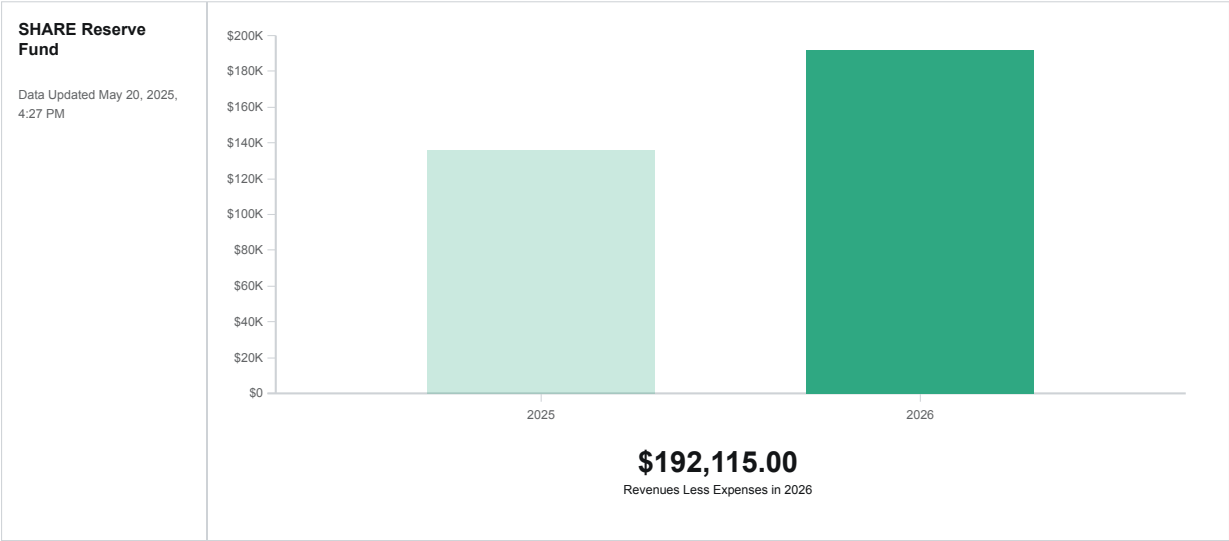
## **Professional Membership Dues**

This expense includes staff and institutional professional membership dues.

## **Inter-Company Transfers**

This expense 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 \$192,115. Each fiscal year, an amount approved 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 SHARE Reserve cash balance as of March 31, 2025, is \$1,282,191.20.

## Revenues

The SHARE Reserve Fund projected revenue of \$192,115 includes the transfer of funds from the operating budget and interest income.

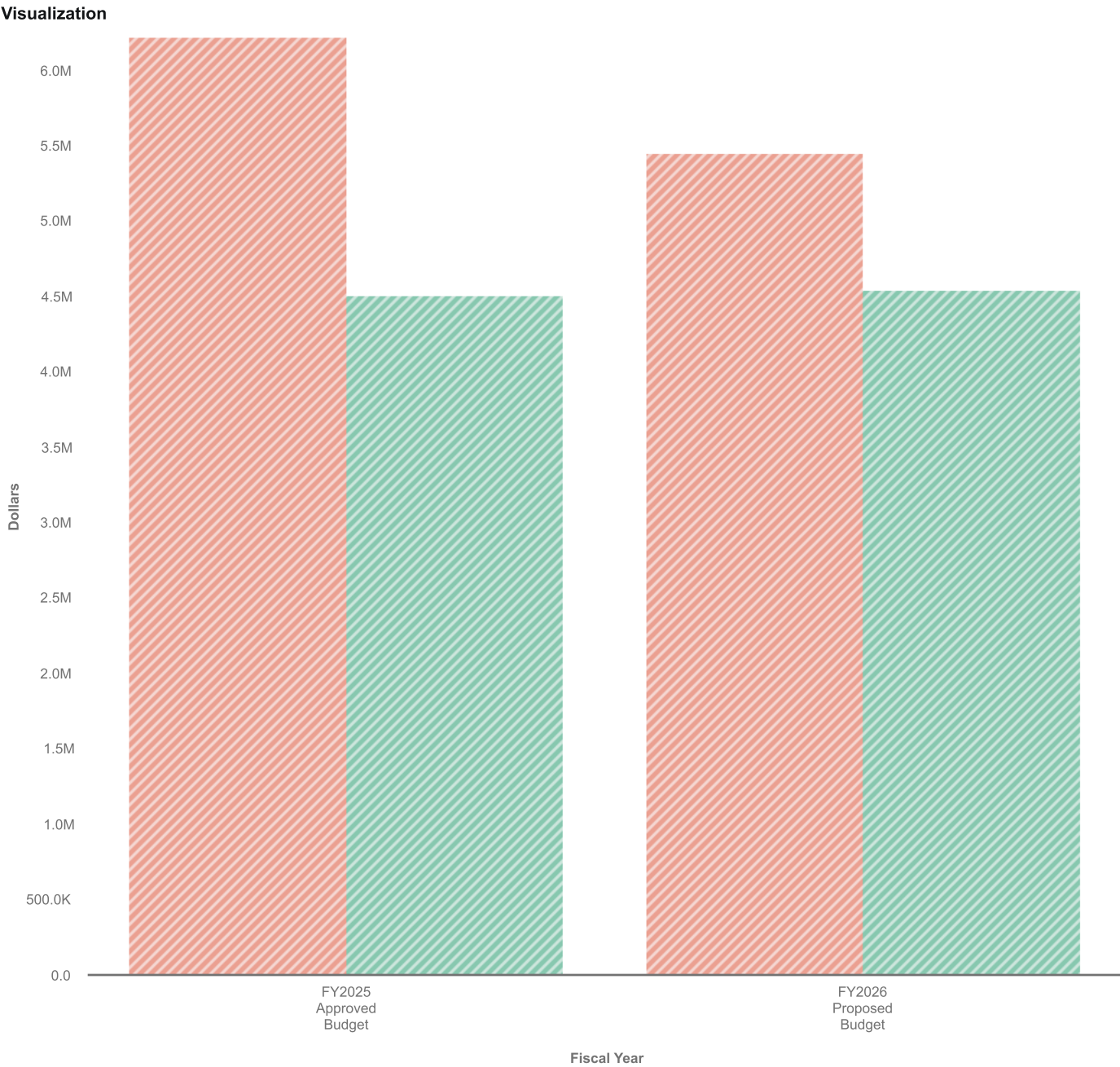
## Expenses

There are no expenses budget for FY2026.

## Provide feedback on the IHLS FY2026 Budget Narrative

[Provide Feedback Here](#)

# FY2026 Proposed General Budget



# FY2026 Proposed General Budget

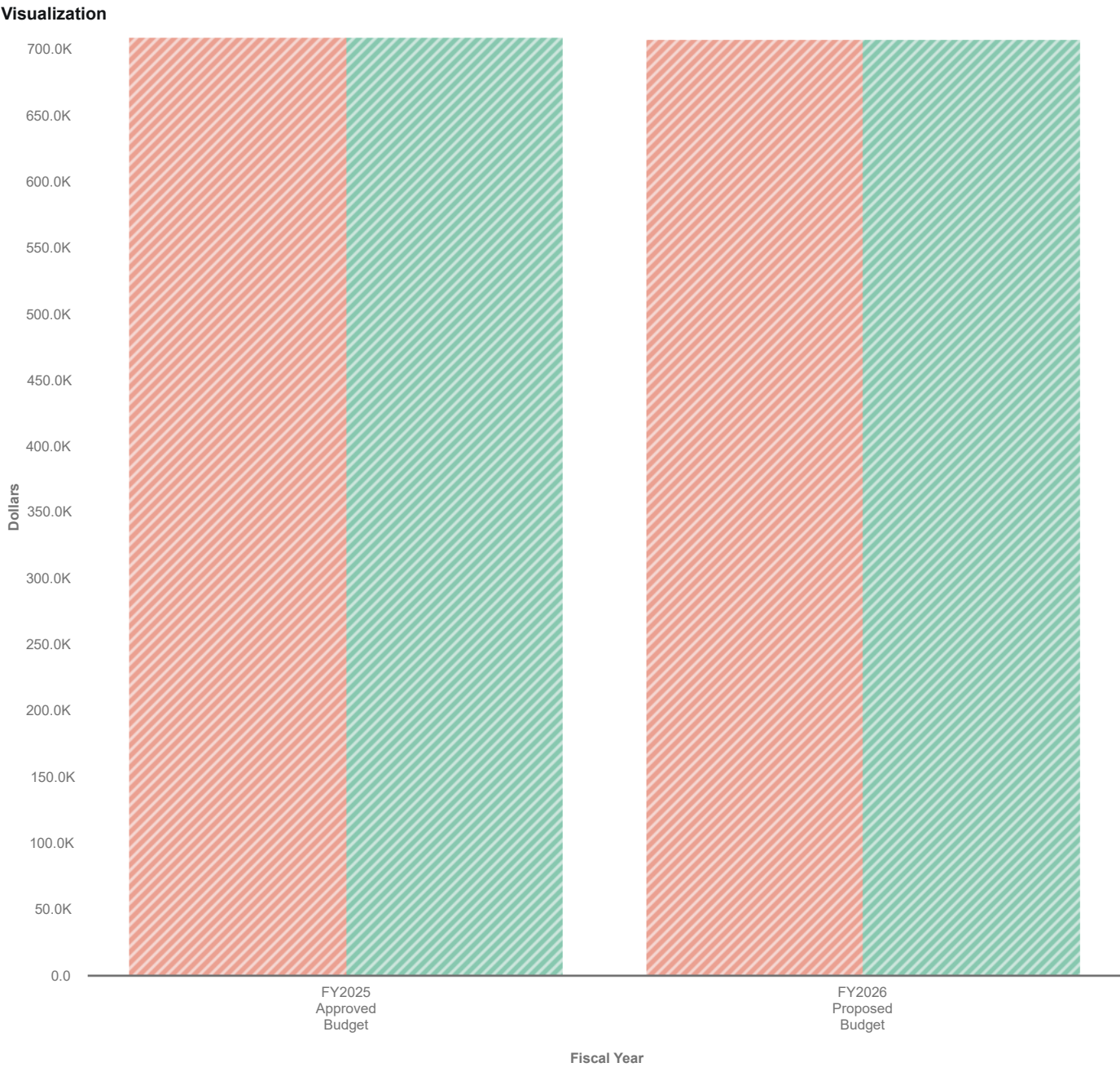
Expand All	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Revenues	\$ 4,509,106	\$ 4,544,978
▼ Area and Per Capita	3,919,852	3,919,852
(4000) Area and Per Capita	3,919,852	3,919,852
▼ Other Revenues	90,136	92,717
(4610) Office Leasing	12,350	12,350
(4650) Miscellaneous Income	11,275	11,275
(4660) Grant Administration	63,271	65,852
(4675) E-Rate Funding	3,240	3,240
▼ Fees for Services and Materials	395,925	412,050
(4222) ILDS Contract	391,875	407,550
(4315) Member Day	4,050	4,500
▼ Net Pass-Through	8,726	30,526
(4400) Reimbursements	8,200	30,000
(4685) Dreamhost	526	526
▼ Investment Income	94,467	89,833
(4500) Interest Income	94,467	89,833
▼ Expenses	6,217,466	5,456,350
▼ Personnel	3,837,108	3,913,003
(5000) Library Professionals	545,862	587,381
(5010) Other Professionals	978,362	979,263
(5020) Support Services	1,401,845	1,409,298
(5027) Leave Payoffs-Library Professional	0	11,782
(5030) Social Security Taxes	223,140	224,308
(5035) Unemployment Insurance	3,495	2,976
(5040) Workers' Compensation	73,133	98,094
(5045) Retirement Benefits (IMRF)	25,688	63,709
(5050) Health, Dental and Life Ins	511,157	502,214
(5055) Other Fringe Benefits	300	200
(5057) Retention & Wellness	4,600	4,400
(5058) Training & Professional Development	20,826	19,178
(5060) Temporary Help	40,000	3,000
(5070) Recruiting	8,700	7,200

	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Building and Grounds	287,428	259,989
(5150) Rent	96,896	73,770
(5160) Utilities	63,776	72,513
(5170) Property Insurance	19,122	22,316
(5180) Repairs and Maintenance	55,603	52,381
(5190) Custodial/Janitorial Srvcs & Supplies	25,090	24,875
(5195) Other Building & Grounds	26,941	14,134
▼ Vehicle Expenses	386,957	364,844
(5200) Fuel	241,332	225,970
(5210) Repairs and Maintenance - Vehicles	70,299	72,600
(5220) Vehicle Insurance	51,350	57,898
(5230) Vehicle Leasing/Rental:Delivery	13,101	2,111
(5240) Vehicle Leasing/Rental:Staff	9,075	4,465
(5245) Other Vehicle Expense	1,800	1,800
▼ Travel, Meetings, & Continuing for Staff & Board Members	84,293	64,970
(5250) Mileage,Gas & Tolls In-State	12,377	9,092
(5255) In-State Travel(Airfare,Train,etc)	746	775
(5260) Meals-In-State	9,351	8,329
(5265) Lodging-In-State	24,219	20,938
(5270) Mileage, Gas & Tolls-Out-of-State	115	168
(5275) Travel-Out-of-State(Airfare,Train,etc)	2,985	1,725
(5280) Meals-Out-of-State	1,576	1,449
(5285) Lodging-Out-of-State	3,446	2,271
(5290) Registration & Meetings, Other Fees	29,478	20,223
▼ Conferences & Continuing Education Meetings	55,500	54,000
(5300) Conferences & Continuing Edu Mtgs	42,500	41,000
(5315) Member Day Conference	13,000	13,000
▼ Public Relations	35,630	31,965
(5330) Public Relations	35,630	31,965
▼ Liability Insurance	23,722	26,246
(5350) Liability Insurance	23,722	26,246
▼ Supplies, Postage, & Printing	166,438	67,953
(5360) Computer Software & Supplies	39,920	36,400
(5365) Gen'l Office Supplies & Equipment	8,250	4,550
(5370) Postage	575	575
(5385) Delivery Supplies	116,993	25,728

	FY2025 Approved Budget	FY2026 Proposed Budget
(5390) Other Supplies	700	700
▼ Telephone & Telecommunications	27,659	27,103
(5400) Telephone & Telecommunications	27,659	27,103
▼ Equipment Rental, Repair & Maintenance	6,119	4,520
(5455) Equipment Repair & Maintenance	6,119	4,520
▼ Professional Services	132,969	96,713
(5500) Legal	28,000	28,000
(5510) Accounting	15,719	16,633
(5520) Consulting	52,500	15,000
(5530) Contractual Staff	36,750	37,080
▼ Contractual Services	75,171	75,149
(5550) Information Service Costs	69,191	70,237
(5570) Outside Printing Services	2,780	1,280
(5580) Other Contractual Services	3,200	3,632
▼ Professional Membership Dues	9,836	9,159
(5700) Prof Assoc Membership Dues	9,836	9,159
▼ Miscellaneous	4,910	5,210
(5725) Miscellaneous	4,910	5,210
▼ Net Pass Through	8,726	30,526
(5840) Reimbursement	8,726	30,526
▼ Inter-Company Transfers	1,075,000	425,000
(5999) Transfer to Other Funds	1,075,000	425,000
Revenues Less Expenses	\$ -1,708,360	\$ -911,372

Data filtered by Types, General Fund and exported on May 20, 2025. Created with OpenGov

# FY2026 Proposed CMC Budget



Data filtered by Types, Cataloging Maintenance Center and exported on May 5, 2025. Created with OpenGov

# FY2026 Proposed CMC Budget

Collapse All	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Revenues	\$ 709,016	\$ 708,181
▼ Special Revenue Funds	709,016	708,181
(4027) CMC	709,016	708,181
▼ Expenses	709,016	708,181
▼ Personnel	613,719	616,672
(5000) Library Professionals	486,169	489,035
(5030) Social Security Taxes	37,192	37,410
(5035) Unemployment Insurance	453	402
(5040) Workers' Compensation	483	529
(5045) Retirement Benefits (IMRF)	4,732	4,005
(5050) Health, Dental and Life Ins	82,005	82,607
(5055) Other Fringe Benefits	1,800	1,800
(5058) Training & Professional Development	884	884
▼ Vehicle Expenses	100	100
(5200) Fuel	100	100
▼ Travel, Meetings, & Continuing for Staff & Board Members	11,016	8,783
(5250) Mileage,Gas & Tolls In-State	782	1,266
(5255) In-State Travel(Airfare,Train,etc)	105	140
(5260) Meals-In-State	1,220	1,608
(5265) Lodging-In-State	3,624	4,524
(5275) Travel-Out-of-State(Airfare,Train,etc)	450	0
(5280) Meals-Out-of-State	474	0
(5285) Lodging-Out-of-State	1,296	0
(5290) Registration & Meetings, Other Fees	3,065	1,245
▼ Public Relations	4,000	2,900
(5330) Public Relations	4,000	2,900
▼ Supplies, Postage, & Printing	4,950	5,000
(5360) Computer Software & Supplies	4,800	4,800
(5365) Gen'l Office Supplies & Equipment	150	150
(5370) Postage	0	50
▼ Telephone & Telecommunications	1,728	1,728
(5400) Telephone & Telecommunications	1,728	1,728

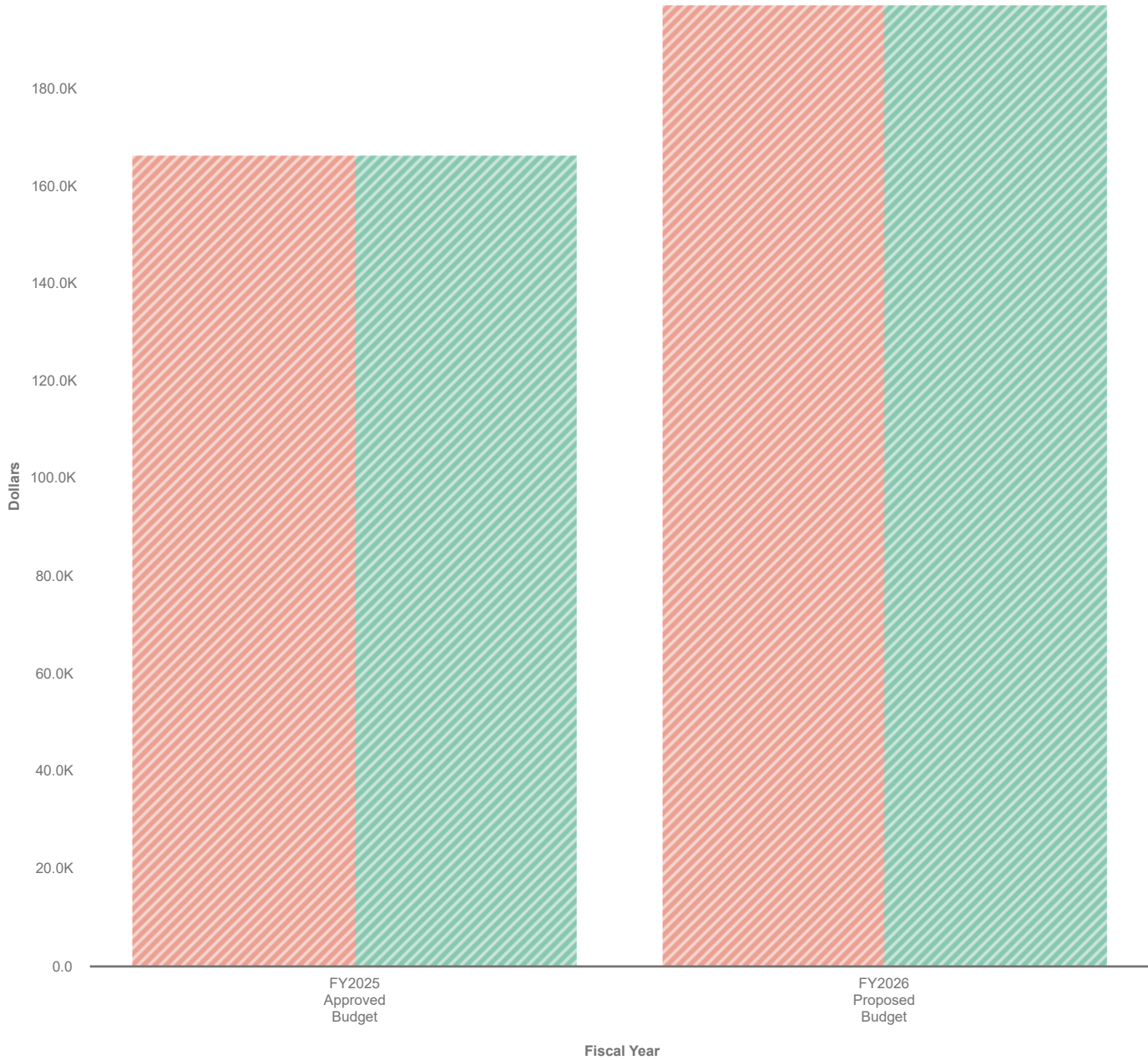


	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Equipment Rental, Repair & Maintenance	1,587	1,335
(5455) Equipment Repair & Maintenance	1,587	1,335
▼ Contractual Services	70,356	69,833
(5550) Information Service Costs	5,884	5,437
(5580) Other Contractual Services	64,472	64,396
▼ Professional Membership Dues	1,560	1,830
(5700) Prof Assoc Membership Dues	1,560	1,830
<b>Revenues Less Expenses</b>	<b>\$ 0</b>	<b>\$ 0</b>

Data filtered by Types, Cataloging Maintenance Center and exported on May 5, 2025. Created with OpenGov

# FY2026 Proposed iLEAD LTT Budget

## Visualization



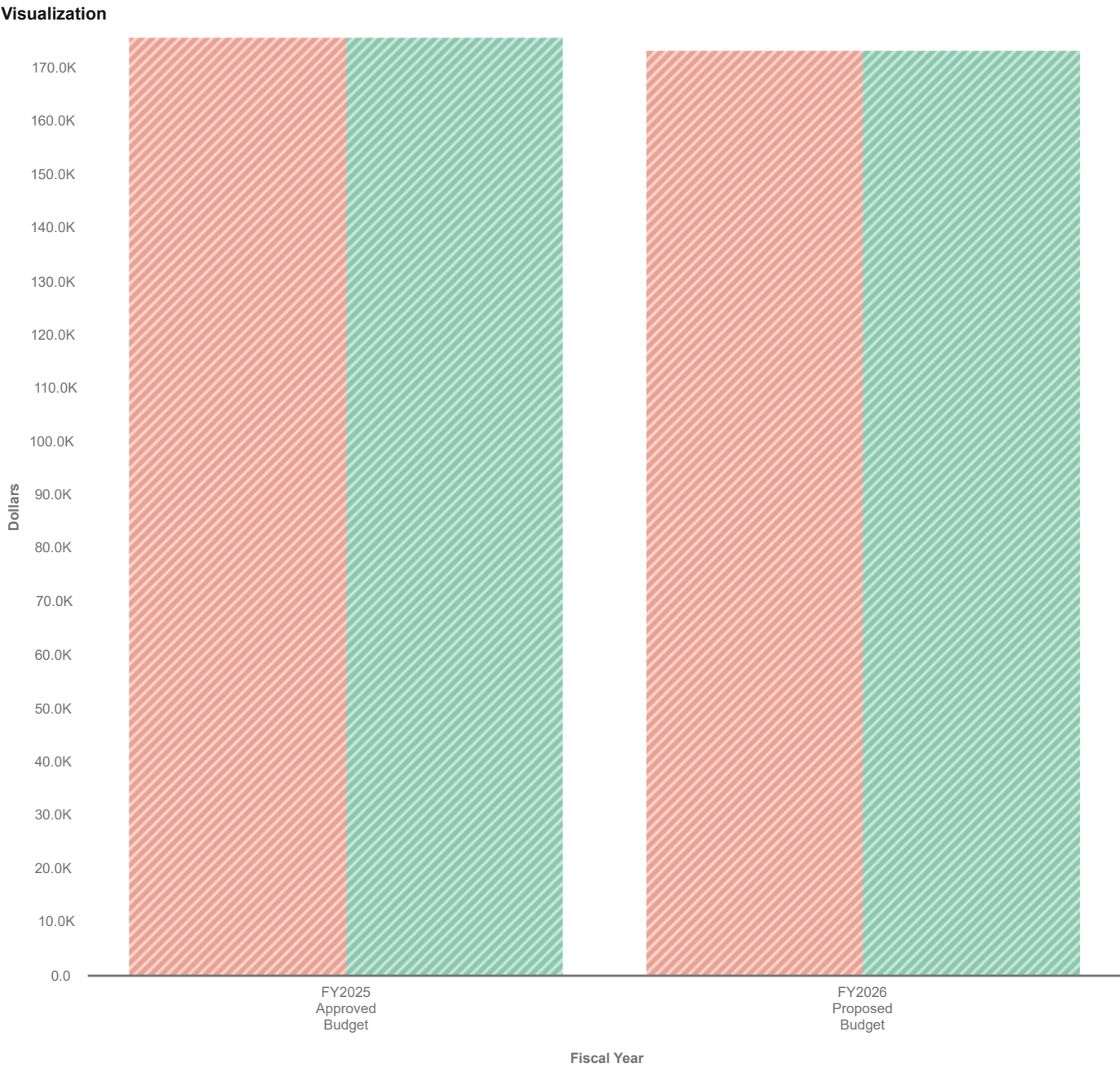
# FY2026 Proposed iLEAD LTT Budget

Collapse All	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Revenues	\$ 166,321	\$ 196,979
▼ Special Revenue Funds	166,321	196,979
(4031) iLEAD Library Trustee Training	166,321	196,979
▼ Expenses	166,321	196,979
▼ Personnel	56,426	92,564
(5010) Other Professionals	51,434	84,693
(5030) Social Security Taxes	3,935	6,479
(5035) Unemployment Insurance	38	45
(5040) Workers' Compensation	51	91
(5045) Retirement Benefits (IMRF)	519	720
(5050) Health, Dental and Life Ins	449	536
▼ Vehicle Expenses	75	0
(5200) Fuel	75	0
▼ Travel, Meetings, & Continuing for Staff & Board Members	4,864	2,646
(5250) Mileage,Gas & Tolls In-State	2,276	1,636
(5255) In-State Travel(Airfare,Train,etc)	15	35
(5260) Meals-In-State	586	217
(5265) Lodging-In-State	1,677	718
(5290) Registration & Meetings, Other Fees	310	40
▼ Public Relations	7,410	4,350
(5330) Public Relations	7,410	4,350
▼ Supplies, Postage, & Printing	775	150
(5360) Computer Software & Supplies	200	100
(5365) Gen'l Office Supplies & Equipment	75	50
(5370) Postage	500	0
▼ Telephone & Telecommunications	192	192
(5400) Telephone & Telecommunications	192	192
▼ Professional Services	26,500	30,000
(5500) Legal	7,500	10,000
(5530) Contractual Staff	19,000	20,000
▼ Contractual Services	69,929	66,927
(5550) Information Service Costs	54,809	49,020

	FY2025 Approved Budget	FY2026 Proposed Budget
<b>(5580) Other Contractual Services</b>	15,120	17,907
<b>▼ Professional Membership Dues</b>	150	150
<b>(5700) Prof Assoc Membership Dues</b>	150	150
<b>Revenues Less Expenses</b>	\$ 0	\$ 0

Data filtered by Types, iLEAD Library Trustee Training and exported on May 5, 2025. Created with OpenGov

# FY2026 Proposed OCLC Budget



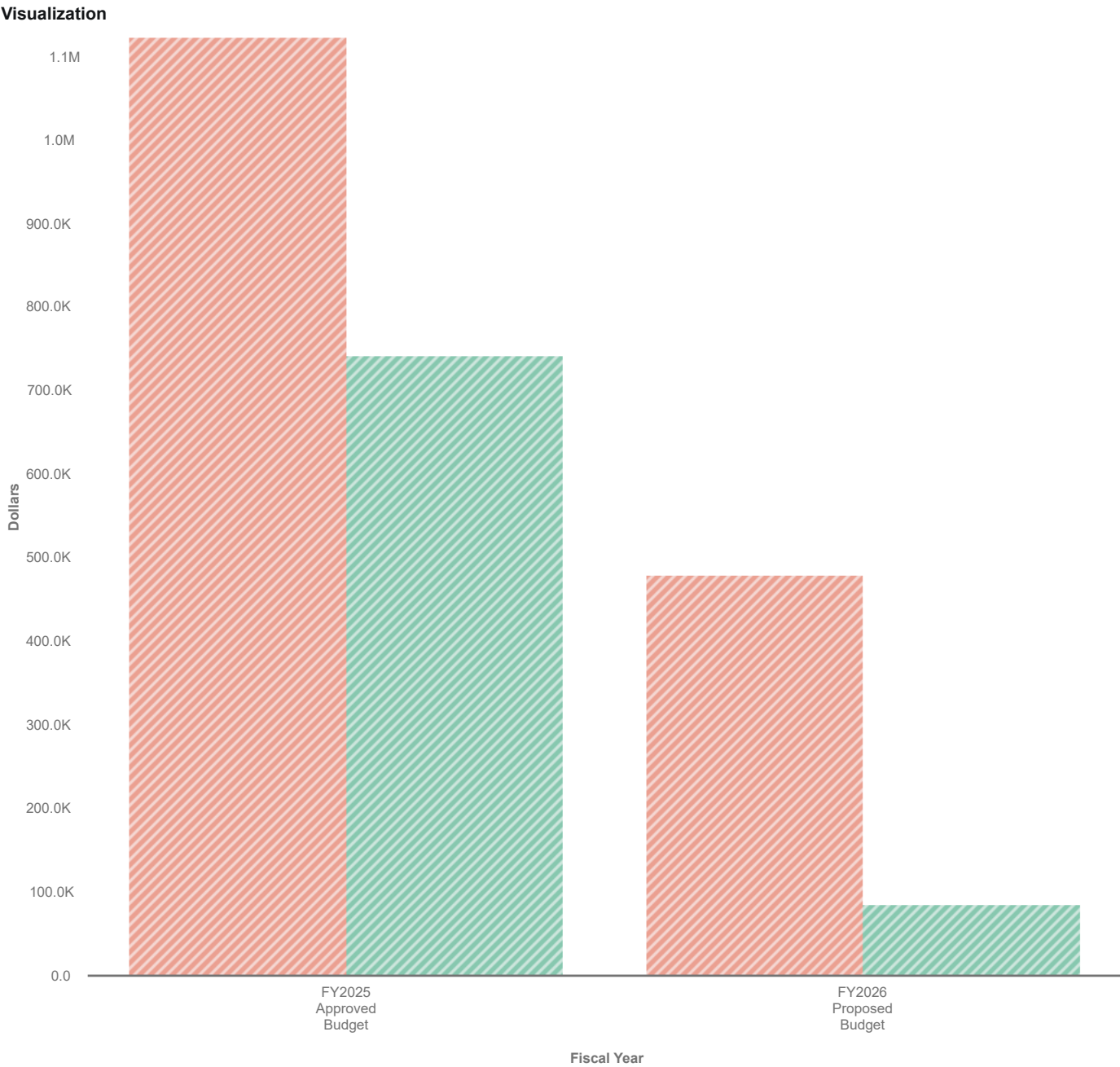
# FY2026 Proposed OCLC Budget

Collapse All	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Revenues	\$ 175,573	\$ 173,308
▼ Special Revenue Funds	175,573	173,308
(4032) OCLC	175,573	173,308
▼ Expenses	175,573	173,308
▼ Personnel	143,243	142,018
(5010) Other Professionals	102,438	46,431
(5020) Support Services	11,049	65,063
(5030) Social Security Taxes	8,682	8,529
(5035) Unemployment Insurance	88	78
(5040) Workers' Compensation	113	120
(5045) Retirement Benefits (IMRF)	1,146	948
(5050) Health, Dental and Life Ins	18,846	19,959
(5058) Training & Professional Development	882	890
▼ Supplies, Postage, & Printing	3,754	3,296
(5360) Computer Software & Supplies	3,100	2,800
(5365) Gen'l Office Supplies & Equipment	450	350
(5370) Postage	204	146
▼ Telephone & Telecommunications	768	768
(5400) Telephone & Telecommunications	768	768
▼ Equipment Rental, Repair & Maintenance	3,180	1,953
(5455) Equipment Repair & Maintenance	3,180	1,953
▼ Professional Services	2,000	1,675
(5510) Accounting	2,000	1,675
▼ Contractual Services	22,228	23,198
(5550) Information Service Costs	6,247	7,423
(5580) Other Contractual Services	15,981	15,775
▼ Professional Membership Dues	400	400
(5700) Prof Assoc Membership Dues	400	400

	FY2025 Approved Budget	FY2026 Proposed Budget
Revenues Less Expenses	\$ 0	\$ 0

Data filtered by Types, Online Computer Library Center and exported on May 5, 2025. Created with OpenGov

# FY2026 Proposed Capital Projects Budget





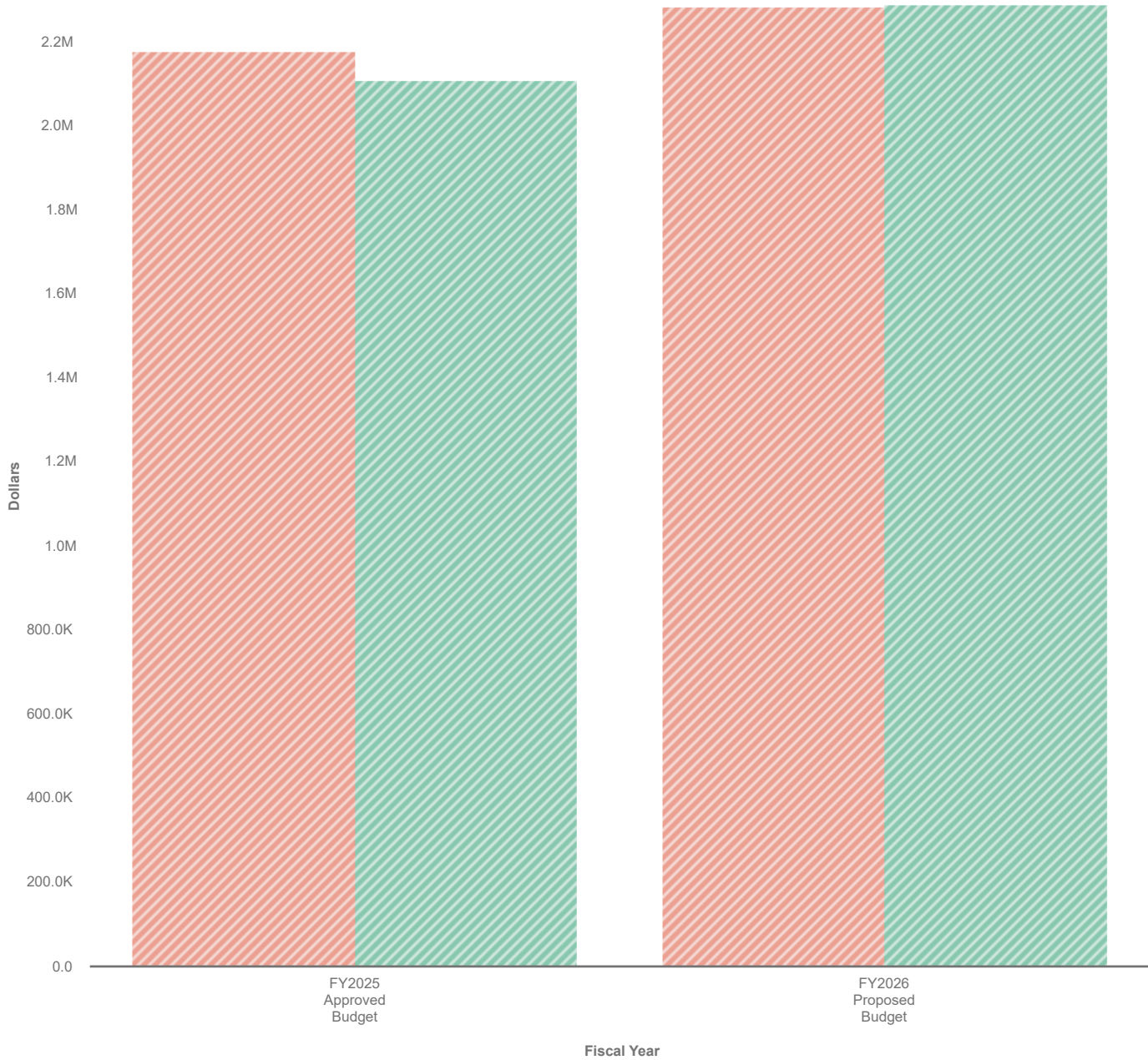
# FY2026 Proposed Capital Projects Budget

Collapse All	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Revenues	\$ 742,846	\$ 85,325
▼ Investment Income	17,846	10,325
(4500) Interest Income	17,846	10,325
▼ Inter-Company Transfers	725,000	75,000
(4999) Transfers From Other Funds	725,000	75,000
▼ Expenses	1,122,500	479,914
▼ Capital Outlays	1,122,500	479,914
(5750) Capital Outlays - Equipment	725,000	143,664
(5765) Capital Outlays - Building & Improvements	115,000	0
(5775) Capital Outlays - Vehicle	282,500	336,250
Revenues Less Expenses	\$ -379,654	\$ -394,589

Data filtered by Types, Capital Projects and exported on May 19, 2025. Created with OpenGov

# FY2026 Proposed SHARE Operating Budget

## Visualization



# FY2026 Proposed SHARE Operating Budget

Collapse All	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Revenues	\$ 2,107,851	\$ 2,284,726
▼ Other Revenues	44,603	41,832
(4660) Grant Administration	32,228	32,190
(4678) SAM	12,375	9,642
▼ Fees for Services and Materials	1,704,636	1,873,626
(4305) Fees for Services and Materials	20,045	20,045
(4380) eResources Subscription	15,121	12,358
(4385) SHARE - Basic Fee	1,595,934	1,767,713
(4386) SHARE - Bibliographic Services	60,023	60,160
(4387) SHARE - Add'l Module Fee	10,000	10,250
(4388) SHARE - Transitions Fee	3,513	3,100
▼ Net Pass-Through	8,000	18,800
(4400) Reimbursements	8,000	5,000
(4415) Reimbursements-Subscriptions	0	13,800
▼ Investment Income	612	468
(4500) Interest Income	612	468
▼ Inter-Company Transfers	350,000	350,000
(4999) Transfers From Other Funds	350,000	350,000
▼ Expenses	2,176,925	2,280,923
▼ Personnel	1,317,025	1,339,136
(5000) Library Professionals	589,031	604,799
(5010) Other Professionals	289,077	289,267
(5020) Support Services	156,781	155,495
(5027) Leave Payoffs-Library Professional	7,688	5,280
(5030) Social Security Taxes	79,757	80,696
(5035) Unemployment Insurance	805	714
(5040) Workers' Compensation	1,036	1,139
(5045) Retirement Benefits (IMRF)	10,530	8,971
(5050) Health, Dental and Life Ins	177,315	187,807
(5058) Training & Professional Development	3,505	3,968
(5070) Recruiting	1,500	1,000
▼ Library Materials	203,574	247,953

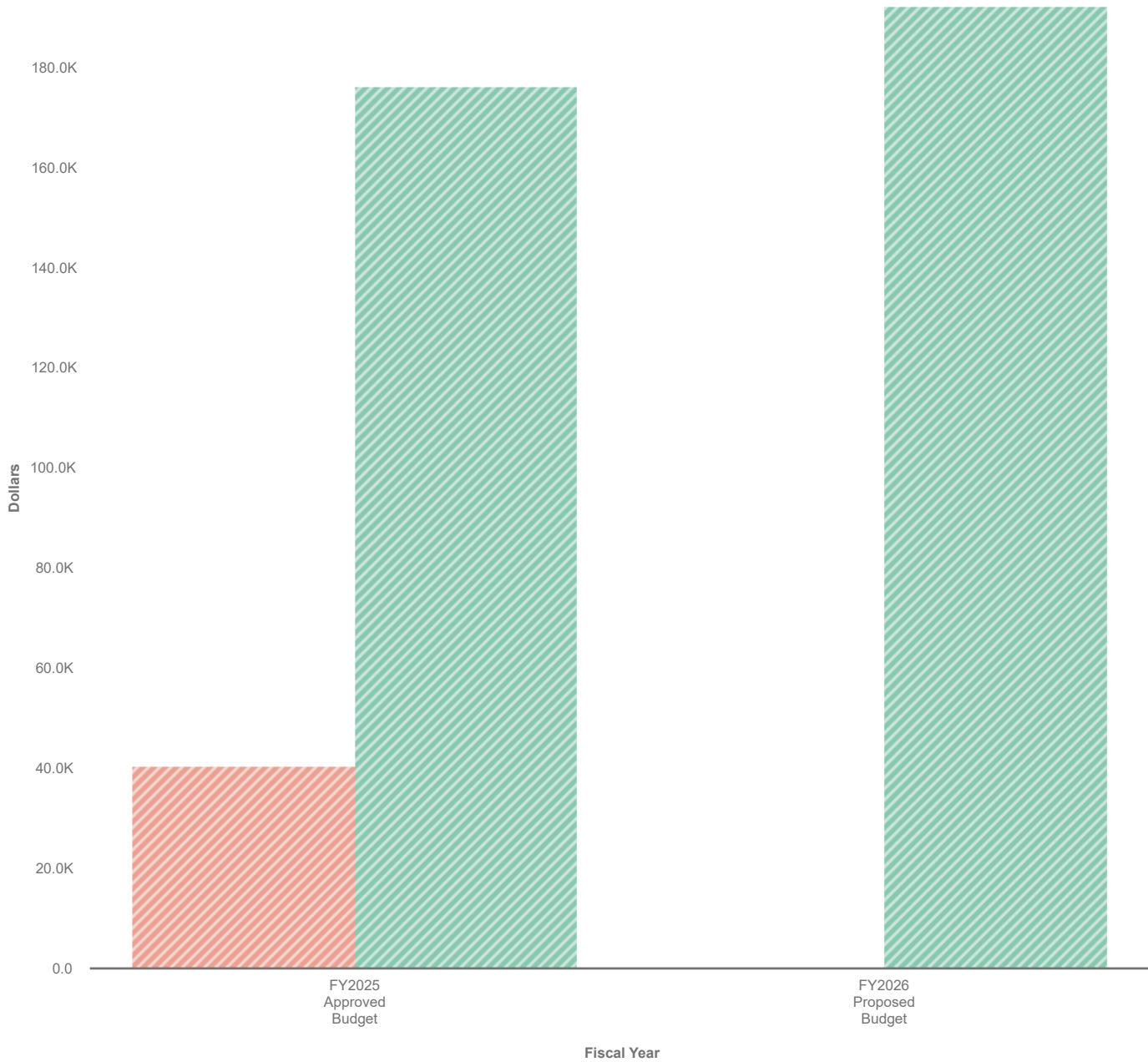
	FY2025 Approved Budget	FY2026 Proposed Budget
(5100) Printed Materials	22,551	20,045
(5120) E-Resources	181,023	227,908
▼ Vehicle Expenses	2,500	2,500
(5200) Fuel	2,500	2,500
▼ Travel, Meetings, & Continuing for Staff & Board Members	51,054	40,576
(5250) Mileage,Gas & Tolls In-State	4,148	2,995
(5255) In-State Travel(Airfare,Train,etc)	295	1,440
(5260) Meals-In-State	5,122	4,714
(5265) Lodging-In-State	13,667	13,240
(5270) Mileage, Gas & Tolls-Out-of-State	116	140
(5275) Travel-Out-of-State(Airfare,Train,etc)	4,385	2,465
(5280) Meals-Out-of-State	2,476	1,826
(5285) Lodging-Out-of-State	4,720	3,336
(5290) Registration & Meetings, Other Fees	16,125	10,420
▼ Public Relations	13,456	10,475
(5330) Public Relations	13,456	10,475
▼ Supplies, Postage, & Printing	32,950	20,400
(5360) Computer Software & Supplies	27,700	19,100
(5365) Gen'l Office Supplies & Equipment	4,900	1,150
(5370) Postage	350	150
▼ Telephone & Telecommunications	18,000	15,550
(5400) Telephone & Telecommunications	18,000	15,550
▼ Equipment Rental, Repair & Maintenance	3,065	1,951
(5455) Equipment Repair & Maintenance	3,065	1,951
▼ Professional Services	28,200	14,598
(5500) Legal	1,000	1,000
(5510) Accounting	12,000	12,598
(5520) Consulting	2,000	1,000
(5530) Contractual Staff	13,200	0
▼ Contractual Services	353,426	422,837
(5550) Information Service Costs	349,721	404,907
(5570) Outside Printing Services	3,525	150
(5580) Other Contractual Services	180	17,780
▼ Professional Membership Dues	3,175	3,647
(5700) Prof Assoc Membership Dues	3,175	3,647
▼ Net Pass Through	8,000	18,800

	FY2025 Approved Budget	FY2026 Proposed Budget
<b>(5840) Reimbursement</b>	8,000	5,000
<b>(5851) Reimbursement-Subscriptions</b>	0	13,800
<b>▼ Inter-Company Transfers</b>	142,500	142,500
<b>(5999) Transfer to Other Funds</b>	142,500	142,500
<b>Revenues Less Expenses</b>	\$ -69,074	\$ 3,803

Data filtered by Types, SHARE, Operating and exported on May 5, 2025. Created with OpenGov

# FY2026 Proposed SHARE Reserve Budget

## Visualization



Data filtered by Types, SHARE, Resource Sharing, Unrestricted - Reserve Fund and exported on May 5, 2025. Created with OpenGov

# FY2026 Proposed SHARE Reserve Budget

Collapse All	FY2025 Approved Budget	FY2026 Proposed Budget
▼ Revenues	\$ 176,344	\$ 192,115
▼ Investment Income	33,844	49,615
(4500) Interest Income	33,844	49,615
▼ Inter-Company Transfers	142,500	142,500
(4999) Transfers From Other Funds	142,500	142,500
▼ Expenses	40,530	0
▼ Contractual Services	40,530	0
(5550) Information Service Costs	40,530	0
Revenues Less Expenses	\$ 135,814	\$ 192,115

Data filtered by Types, SHARE, Resource Sharing, Unrestricted - Reserve Fund and exported on May 5, 2025. Created with OpenGov