

**PLANO COMMUNITY LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
MAY 29, 2025 FINANCE COMMITTEE MEETING
HELD IN THE LOWER-LEVEL MEETING ROOM**

CALL TO ORDER

Chairperson Christine Backus called the Finance Committee Meeting to order at 6:34 p.m.

ROLL CALL

Present were committee members Denise Helmers and Gayle Severson. Library Director Deanna Howard was also present.

PROPERTY TAX RECEIPTS

The 2024 Tax Computation Report was reviewed. Deanna noted the library's increase in property tax receipts will be about \$40,000.

FY 2025-2026 DRAFT OPERATING BUDGET

Deanna presented a chart with the corporate/operating fund combined balance at the end of each year since 2007. The library is able to use this fund balance to cover any deficit in the fiscal year budget, or to cover unanticipated expenses like building repairs. Deanna presented the draft operating budget for FY 2025-2026. The estimated receipts for replacement taxes are based on what we received in FY 2024-2025. The City is estimating only two houses will be built in Plano next year, so the transition fee income is estimated to be \$1,000. Total estimated operating fund receipts are \$909,500.

The salary budget reflects full staffing and a 5% increase for staff raises. The Committee agreed to recommend this increase to the board. A 20% increase was budgeted for health insurance. The collection materials and utilities budgets are similar to last year. We have budgeted \$40,000 for repairs. To anticipate potential pricing increases the budgets for professional services, library supplies, and insurance were increased. The FY 2025-2026 budget includes paying off the library's mortgage, which matures in March 2026. There is no prepayment penalty if the loan is paid off after July 25, 2025. The mortgage interest expense reflects July and August interest payments only. The equipment & furnishings budget includes the replacement of most staff chairs and new express check-out stations, which was not done in FY 2024-2025.

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After the anticipated transfer to the IMRF and Social Security funds at the end of the year we show a budget deficit of \$259,500. The deficit is due to the mortgage payoff. Even though we expect to end FY 2025-2026 with a deficit, the overall corporate fund balance will still be very healthy due many years of ending the fiscal year with a budget balance. Deanna noted this was possible due to staffing reductions. The Committee agreed to recommend the budget as presented to the full board for approval.

FY 2025-2026 BUDGET & APPROPRIATIONS ORDINANCE

The Budget & Appropriations Ordinance is high to capture any new growth in the area. The County will reduce the levy based on actual growth in our District. The tentative Budget & Appropriations Ordinance was reviewed. The tentative B&A will be approved at the regular board meeting in June.

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DISCUSS INTEREST RATES WITH FNBO AND ILLINOIS FUNDS

Deanna presented options for increasing the library's interest earnings. The current interest rate on the library's money market account is 1.10%. For the first quarter of 2025, the Illinois Funds investment pool provided an average 30-day net yield of 4.499%. FNBO provided options for using CD ladders to increase the library's yield, at rates varying from 3.3-3.4%. The committee agreed transitioning to Illinois Funds was the best option. Deanna will get further information from both FNBO and Illinois Funds regarding minimum balances, transfer fees, and limits on transfers each month.

PUBLIC COMMENT

None.

OTHER

None.

Being no further business, the meeting was adjourned at 7:04 p.m.

Minutes submitted by Deanna Howard

Approved as corrected, 6/19/25

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke extending to the right.