



Law Library Budget Detail - SR

Budget Year 2020

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	Amount Change FY19-FY20	2020 Submitted Budget	% Change FY19-FY20	
Fund 250 - Law Library										
REVENUE										
Department 370 - Law Library										
Sub-Department 000 - Revenues										
250.370.000.34275	Conference Room Fees	.00	120.00	70.00	23.11	.00	100.00	100.00	.00	
Comments										
Level		Comment								
Submitted Budget		more out of county attorneys aware of service								
Budget Transactions										
Level		Transaction		Number of Units		Cost Per Unit		Total Amount		
Submitted Budget		conference rooms		10.0000		10.00		100.00		
								Submitted Budget Totals		\$100.00
250.370.000.34280	Photocopy Fees	2,259.95	1,946.60	1,677.95	1,462.52	1,020.00	570.00	1,590.00	55.88	
Comments										
Level		Comment								
Submitted Budget		.15 per page								
Budget Transactions										
Level		Transaction		Number of Units		Cost Per Unit		Total Amount		
Submitted Budget		photocopier fees		10,600.0000		.15		1,590.00		
								Submitted Budget Totals		\$1,590.00
250.370.000.34290	Invoicing Fees	43.00	119.00	230.05	75.00	80.00	.00	80.00	.00	
Budget Transactions										
Level		Transaction		Number of Units		Cost Per Unit		Total Amount		
Submitted Budget		invoicing fees		16.0000		5.00		80.00		
								Submitted Budget Totals		\$80.00
250.370.000.34300	Document Delivery Fees	60.00	60.40	175.00	95.00	150.00	(150.00)	.00	(100.00)	
Comments										
Level		Comment								
Submitted Budget		service no longer used due to easier remote access to content								
250.370.000.34310	Faxing Fees	305.00	305.00	284.00	131.00	120.00	.00	120.00	.00	
Comments										
Level		Comment								
Submitted Budget		old technology, usage declining								



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Fund **250 - Law Library**

REVENUE

Department **370 - Law Library**

Sub-Department **000 - Revenues**

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	faxing fees			120.0000	1.00	120.00		
						Submitted Budget Totals		\$120.00

250.370.000.34320	Box Scout Law Merit Badge Fees	.00	.00	112.00	240.00	240.00	60.00	300.00	25.00
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Comments	
Level	Comment
Submitted Budget	increasing fee from \$8 FY2019 to \$10 FY 2020

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	boy scout law merit badge day: 30 attendee max			30.0000	10.00	300.00		
						Submitted Budget Totals		\$300.00

250.370.000.34330	Law Library Fees	292,251.00	283,032.00	316,718.88	319,360.49	327,600.00	(27,594.00)	300,006.00	(8.42)
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Comments	
Level	Comment
Submitted Budget	FY2019 to date: \$25,305 avg per month

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	55 ilcs 5/5-39001			14,286.0000	21.00	300,006.00		
						Submitted Budget Totals		\$300,006.00

250.370.000.34340	Computer Printout Fees	2,864.55	3,352.80	3,173.40	1,752.90	3,000.00	(1,200.00)	1,800.00	(40.00)
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Comments	
Level	Comment
Submitted Budget	.15 per page new vending station added so higher cost recovery

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	computer printouts			12,000.0000	.15	1,800.00		
						Submitted Budget Totals		\$1,800.00



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Fund 250 - Law Library									
REVENUE									
Department 370 - Law Library									
Sub-Department 000 - Revenues									
250.370.000.35080	Book Sale Fees	1,848.63	1,220.56	775.92	643.53	450.00	(250.00)	200.00	(55.55)
Comments									
<i>Level</i>		<i>Comment</i>							
Submitted Budget		most materials \$1 or less fewer donations of materials							
Budget Transactions									
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Submitted Budget		used books: cost varies		200.0000		1.00		200.00	
Submitted Budget Totals								<u>\$200.00</u>	
250.370.000.35330	Lawyer in the Library Fee	286.00	290.00	120.00	.00	.00	.00	.00	.00
Comments									
<i>Level</i>		<i>Comment</i>							
Submitted Budget		no longer collect refundable deposit per SAO (ceased w/FY2018)							
250.370.000.35900	Miscellaneous Fees	290.54	428.75	413.88	91.54	100.00	.00	100.00	.00
Comments									
<i>Level</i>		<i>Comment</i>							
Submitted Budget		processing fee per title purchased by private attorneys							
Budget Transactions									
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Submitted Budget		processing fee per title purchased by private attorney		10.0000		10.00		100.00	
Submitted Budget Totals								<u>\$100.00</u>	
250.370.000.36110	Overdue Item Fines	130.00	99.00	87.00	60.00	40.00	10.00	50.00	25.00
Comments									
<i>Level</i>		<i>Comment</i>							
Submitted Budget		\$1 per day overdue maximum \$10 per item fine							
Budget Transactions									
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Submitted Budget		\$1 per day per item overdue		50.0000		1.00		50.00	
Submitted Budget Totals								<u>\$50.00</u>	



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Fund 250 - Law Library									
REVENUE									
Department 370 - Law Library									
Sub-Department 000 - Revenues									
250.370.000.37900	Miscellaneous Reimbursement	1,172.32	119.25	69.94	1,321.22	50.00	(50.00)	.00	(100.00)
Comments									
Level Submitted Budget Comment misc. reimbursements									
250.370.000.38000	Investment Income	171.65	252.65	712.44	2,762.72	650.00	550.00	1,200.00	84.61
Comments									
Level Submitted Budget Comment interest based on investments by Treasurer									
Budget Transactions									
Level Submitted Budget Transaction investments									
						Number of Units	Cost Per Unit	Total Amount	
						1,200.0000	1.00	1,200.00	
						Submitted Budget Totals		\$1,200.00	
250.370.000.38900	Miscellaneous Other	515.88	331.35	.00	10,016.00	100.00	9,900.00	10,000.00	9,900.00
Comments									
Level Submitted Budget Comment found & donated monies SRLC grant: FY2018 \$10,000; FY2019 \$12,000									
Budget Transactions									
Level Submitted Budget Transaction found & donated monies & SRLC grants									
						Number of Units	Cost Per Unit	Total Amount	
						10,000.0000	1.00	10,000.00	
						Submitted Budget Totals		\$10,000.00	
250.370.000.39900	Cash On Hand	.00	.00	.00	.00	2,621.00	(2,621.00)	.00	(100.00)
Sub-Department 000 - Revenues Totals		\$302,198.52	\$291,677.36	\$324,620.46	\$338,035.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)
Department 370 - Law Library Totals		\$302,198.52	\$291,677.36	\$324,620.46	\$338,035.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)
REVENUE TOTALS		\$302,198.52	\$291,677.36	\$324,620.46	\$338,035.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)
EXPENSE									
Department 370 - Law Library									
Sub-Department 370 - Law Library									
250.370.370.40000	Salaries and Wages	165,385.21	158,829.74	114,295.11	114,313.29	116,257.00	6,155.00	122,412.00	5.29
Comments									
Level Submitted Budget Comment slightly higher due to minimal raises given later for fy 2019 (special fund)									



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Fund **250 - Law Library**

EXPENSE

Department **370 - Law Library**

Sub-Department **370 - Law Library**

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	Cox, Halle - Director (MLS)			1.0000	70,686.00	70,686.00		
Submitted Budget	Lorenzo, Cynthia - Library Technical Assistant (LTA)			1.0000	48,668.00	48,668.00		
Submitted Budget	payroll accrual			.0055	121,741.00	669.58		
Submitted Budget	2% non-union salary increase			1.0000	2,388.00	2,388.00		
						Submitted Budget Totals		\$122,411.58

250.370.370.45000	Healthcare Contribution	26,454.03	27,292.22	13,388.84	13,981.67	15,253.00	73.00	15,326.00	.47
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	Cox, Halle - Director: PPO single			1.0000	9,155.00	9,155.00		
Submitted Budget	Lorenzo, Cynthia - Library Technical Assistant: Blue Advantage			1.0000	6,171.00	6,171.00		
						Submitted Budget Totals		\$15,326.00

250.370.370.45009	Healthcare Subsidy	.00	(1,299.38)	(641.33)	(566.31)	.00	.00	.00	.00
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250.370.370.45010	Dental Contribution	895.97	899.52	472.12	488.04	488.00	34.00	522.00	6.96
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	Cox, Halle - Director single			1.0000	261.00	261.00		
Submitted Budget	Lorenzo, Cynthia - Library Technical Assistant: single			1.0000	261.00	261.00		
						Submitted Budget Totals		\$522.00

250.370.370.45019	Dental Subsidy	.00	(23.21)	(41.00)	(1.72)	.00	.00	.00	.00
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250.370.370.45100	FICA/SS Contribution	12,101.07	11,581.98	8,446.07	8,447.28	8,893.00	472.00	9,365.00	5.30
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Comments								
Level	Comment							
Submitted Budget	7.65% of total salaries							

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	7.65% of total salaries			.0765	122,412.00	9,364.52		
						Submitted Budget Totals		\$9,364.52



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Fund 250 - Law Library										
EXPENSE										
Department 370 - Law Library										
Sub-Department 370 - Law Library										
250.370.370.45200	IMRF Contribution	16,222.14	15,174.57	11,009.60	10,492.48	8,499.00	1,343.00	9,842.00	15.80	
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		8.04% of total salaries		.0804		122,412.00		9,841.92		
								Submitted Budget Totals		\$9,841.92
250.370.370.52140	Repairs and Maint- Copiers	.00	770.94	1,195.78	1,123.30	705.00	895.00	1,600.00	126.95	
Comments										
<i>Level</i>		<i>Comment</i>								
Submitted Budget		repair and maintenance on 4 photocopiers								
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		Canon 3230		3.0000		400.00		1,200.00		
Submitted Budget		toshiba estudio 4505AC		1.0000		400.00		400.00		
								Submitted Budget Totals		\$1,600.00
250.370.370.53000	Liability Insurance	3,005.00	3,137.00	1,895.00	2,006.00	2,132.00	427.00	2,559.00	20.02	
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		2.09% of total salaries		.0209		122,412.00		2,558.41		
								Submitted Budget Totals		\$2,558.41
250.370.370.53010	Workers Compensation	2,911.00	3,221.00	2,420.00	2,462.00	2,850.00	272.00	3,122.00	9.54	
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		2.55% of total salaries		.0255		122,412.00		3,121.51		
								Submitted Budget Totals		\$3,121.51
250.370.370.53020	Unemployment Claims	380.00	319.00	183.00	160.00	126.00	(52.00)	74.00	(41.26)	
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		.06% of total salaries		.0006		122,412.00		73.45		
								Submitted Budget Totals		\$73.45



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Fund 250 - Law Library									
EXPENSE									
Department 370 - Law Library									
Sub-Department 370 - Law Library									
250.370.370.53100	Conferences and Meetings	.00	137.39	1,283.84	747.55	2,000.00	(500.00)	1,500.00	(25.00)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget ILA, ALA, AALL, RAILS, SRLC, Ed Con meetings & conferences									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget ILA, ALA, AALL, RAILS, SRLC, Ed Con meetings & conferences 1.0000 1,500.00 1,500.00									
Submitted Budget Totals \$1,500.00									
250.370.370.53120	Employee Mileage Expense	.00	.00	452.41	650.89	800.00	(50.00)	750.00	(6.25)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget mileage between buildings & meetings for 3 employees higher mileage as we serve more of the community (Gail Borden Public Library - Lawyer in the Library etc)									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget mileage between buildings & meetings 3.0000 250.00 750.00									
Submitted Budget Totals \$750.00									
250.370.370.53130	General Association Dues	806.00	866.00	935.00	913.00	1,200.00	100.00	1,300.00	8.33
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget memberships trigger deep discounts on materials									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget AALL 1.0000 220.00 220.00									
Submitted Budget ABA 1.0000 170.00 170.00									
Submitted Budget ALA 2.0000 160.00 320.00									
Submitted Budget ILA 2.0000 110.00 220.00									
Submitted Budget ILA inst 1.0000 220.00 220.00									
Submitted Budget isba 1.0000 150.00 150.00									
Submitted Budget Totals \$1,300.00									



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Fund 250 - Law Library									
EXPENSE									
Department 370 - Law Library									
Sub-Department 370 - Law Library									
250.370.370.55000	Miscellaneous Contractual Exp	20,670.00	15,198.00	10,961.48	12,919.65	14,350.00	3,450.00	17,800.00	24.04
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Submitted Budget	IICLE Smartbooks				1.0000	300.00		300.00	
Submitted Budget	InMagic online catalog				1.0000	4,000.00		4,000.00	
Submitted Budget	Lexis				10.0000	1,150.00		11,500.00	
Submitted Budget	National Consumer Law Center				1.0000	2,000.00		2,000.00	
								Submitted Budget Totals	\$17,800.00
250.370.370.60000	Office Supplies	(120.33)	(480.70)	421.99	2,617.78	800.00	1,200.00	2,000.00	150.00
Comments									
<i>Level Comment</i>									
Submitted Budget	higher rate of materials purchased due to SRLC grant, and further reach into the community								
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Submitted Budget	office supplies				1.0000	2,000.00		2,000.00	
								Submitted Budget Totals	\$2,000.00
250.370.370.60010	Operating Supplies	.00	.00	.00	.00	.00	11,000.00	11,000.00	.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Submitted Budget	IL Justice Corps & possible redesign of staff space furniture				1.0000	6,000.00		6,000.00	
Submitted Budget	emergency photocopier replacement				2.0000	2,500.00		5,000.00	
								Submitted Budget Totals	\$11,000.00
250.370.370.60020	Computer Related Supplies	5,590.90	1,496.90	1,138.90	1,894.77	7,075.00	4,470.00	11,545.00	63.18
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Submitted Budget	TBS Papercut print release software				1.0000	320.00		320.00	
Submitted Budget	Faronics / Deep Freeze				8.0000	25.00		200.00	
Submitted Budget	Desktracker				1.0000	925.00		925.00	
Submitted Budget	Document Imaging Dimensions / free w/toner				1.0000	1,200.00		1,200.00	
Submitted Budget	software and license increases for any new computers				1.0000	1,000.00		1,000.00	
Submitted Budget	emergency fund for scanners				3.0000	800.00		2,400.00	
Submitted Budget	emergency computer replacement				2.0000	1,750.00		3,500.00	



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Fund 250 - Law Library										
EXPENSE										
Department 370 - Law Library										
Sub-Department 370 - Law Library										
Submitted Budget		emergency printer replacement					2,000.00	1,000.00	2,000.00	
							Submitted Budget Totals		\$11,545.00	
250.370.370.60040	Postage	181.14	.00	11.00	.00	100.00	(100.00)	.00	(100.00)	
250.370.370.60050	Books and Subscriptions	53,658.69	56,793.90	76,410.39	97,207.01	139,020.00	(36,791.00)	102,229.00	(26.46)	
Comments										
<i>Level</i>		<i>Comment</i>								
Submitted Budget		slightly higher due to rotation of updating materials								
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		books & subscriptions		1.0000		102,229.00		102,229.00		
							Submitted Budget Totals		\$102,229.00	
250.370.370.60460	Subscription Databases	(13,845.60)	(12,544.80)	.00	.00	.00	.00	.00	.00	
250.370.370.64000	Telephone	1,179.87	822.86	1,100.86	2,520.26	1,200.00	1,400.00	2,600.00	116.66	
Comments										
<i>Level</i>		<i>Comment</i>								
Submitted Budget		4 telephones @ \$25/month + usage								
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		4 telephones plus usage		4.0000		650.00		2,600.00		
							Submitted Budget Totals		\$2,600.00	
250.370.370.70000	Computers	.00	.00	.00	685.09	.00	.00	.00	.00	
250.370.370.70050	Printers	.00	.00	.00	.00	2,000.00	(2,000.00)	.00	(100.00)	
250.370.370.70080	Office Furniture	.00	.00	.00	350.00	.00	.00	.00	.00	
Comments										
<i>Level</i>		<i>Comment</i>								
Submitted Budget		IL Justice Corps								
250.370.370.70100	Copiers	.00	.00	5,582.00	.00	12,473.00	(12,473.00)	.00	(100.00)	
Sub-Department 370 - Law Library Totals		\$295,475.09	\$282,192.93	\$250,921.06	\$273,412.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)	
Department 370 - Law Library Totals		\$295,475.09	\$282,192.93	\$250,921.06	\$273,412.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)	
EXPENSE TOTALS		\$295,475.09	\$282,192.93	\$250,921.06	\$273,412.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)	



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Fund	250 - Law Library Totals								
	REVENUE TOTALS	\$302,198.52	\$291,677.36	\$324,620.46	\$338,035.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)
	EXPENSE TOTALS	\$295,475.09	\$282,192.93	\$250,921.06	\$273,412.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)
Fund	250 - Law Library Totals	\$6,723.43	\$9,484.43	\$73,699.40	\$64,623.00	\$0.00	\$0.00	\$0.00	+++
	Net Grand Totals								
	REVENUE GRAND TOTALS	\$302,198.52	\$291,677.36	\$324,620.46	\$338,035.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)
	EXPENSE GRAND TOTALS	\$295,475.09	\$282,192.93	\$250,921.06	\$273,412.03	\$336,221.00	(\$20,675.00)	\$315,546.00	(6.15%)
	Net Grand Totals	\$6,723.43	\$9,484.43	\$73,699.40	\$64,623.00	\$0.00	\$0.00	\$0.00	+++