

**OAK PARK PUBLIC LIBRARY**  
**BOARD OF LIBRARY TRUSTEES | COMMITTEE MEETING**  
834 Lake St., Oak Park, IL 60301 | Second Floor Scoville Room  
Tuesday, August 19, 2025 – 6 pm  
Meeting to be held in person

**AGENDA**

**1. Call to Order and Roll Call**

**2. Public Comments**

**Please read** the [“Public Comment at Board Meetings Policy.”](#)

Public comments may be provided in one of the following ways:

- In person at a board meeting;
- As an email to Executive Director Elsworth Carman at ([elsworthc@oppl.org](mailto:elsworthc@oppl.org)); or to Library Board President Virginia Bloom at ([trustee.virginiab@oppl.org](mailto:trustee.virginiab@oppl.org)) sent by 4 pm on the date of the meeting;
- As a submission through [this Public Comment Form](#) by 4 pm on the date of the meeting.

**3. July 2025 Financial Statement of Revenue and Expenditure** (Discussion)

**4. 2026 Library Budget Draft** (Discussion)

**5. Adjournment**

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 07/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>REVENUE</b>				
Property Taxes, for operating	0.00	6,029,440.89	11,404,000.00	52.87%
Corp. Property Replacement Tax	0.00	103,351.21	207,000.00	49.93%
Services charges and fees	0.00	99.65	0.00	0.00%
Lost Books Reimbursed/Reciprocal Borrow	329.16	8,554.09	7,000.00	122.20%
Sales	70.00	1,666.55	0.00	0.00%
Rentals-Library Space	872.24	2,721.90	0.00	0.00%
Vending/Enterprise Income	0.00	507.28	0.00	0.00%
Parking lot revenue	2,533.39	19,228.75	22,000.00	87.40%
Interest	24,558.98	187,761.60	182,000.00	103.17%
Gifts	2,500.00	2,950.00	0.00	0.00%
Gifts From FOPPL	1,982.50	18,349.37	20,000.00	91.75%
Illinois Per Capita Grant	0.00	0.00	18,000.00	0.00%
Grants	0.00	9,265.00	0.00	0.00%
Community Fund Endowments	3,690.54	23,575.63	25,600.00	92.09%
Miscellaneous Income	0.00	10,785.65	0.00	0.00%
<b>TOTAL REVENUE</b>	<b>36,536.81</b>	<b>6,418,257.57</b>	<b>11,885,600.00</b>	<b>54.00%</b>
<b>EXPENSES - Operating</b>				
<b>PEOPLE</b>				
<b>Compensation</b>				
Wages & Salaries	560,043.15	3,828,054.12	6,630,000.00	57.74%
Employee Health Benefits	109,508.94	732,670.63	1,223,000.00	59.91%
IMRF (Illinois Muncipal Retirement F	17,611.15	121,703.11	229,000.00	53.15%
FICA/MEDICARE	40,946.85	280,435.97	488,500.00	57.41%
Workers Compensation Insurance	(29.00)	15,441.00	17,500.00	88.23%
Unemployment Compensation Ins.	1,196.58	30,131.49	24,000.00	125.55%
<b>Total Compensation</b>	<b>729,277.67</b>	<b>5,008,436.32</b>	<b>8,612,000.00</b>	<b>58.16%</b>
<b>Talent Development</b>				
Dues	49.00	14,429.00	14,000.00	103.06%
Staff Development/Travel	12,164.80	40,826.15	103,250.00	39.54%
Tuition Reimbursement	1,173.00	13,914.00	27,000.00	51.53%
Hiring	58.00	18,429.45	12,500.00	147.44%
Board Development	0.00	350.00	2,000.00	17.50%
<b>Total Talent Development</b>	<b>13,444.80</b>	<b>87,948.60</b>	<b>158,750.00</b>	<b>55.40%</b>
<b>TOTAL PEOPLE</b>	<b>742,722.47</b>	<b>5,096,384.92</b>	<b>8,770,750.00</b>	<b>58.11%</b>
<b>SUPPORT SERVICES</b>				
<b>Marketing</b>				
Promotions	(29.99)	18,326.53	19,000.00	96.46%
Publications	859.80	15,289.95	31,550.00	48.46%
<b>Total Marketing Support</b>	<b>829.81</b>	<b>33,616.48</b>	<b>50,550.00</b>	<b>66.50%</b>

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 07/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>Store</b>				
Fees and Services	152.62	547.86	750.00	73.05%
<b>Total Store Support</b>	<b>152.62</b>	<b>547.86</b>	<b>750.00</b>	<b>73.05%</b>
<b>Collections</b>				
ILL Payments	101.56	2,531.86	3,000.00	84.40%
Cataloging/Bib Search Fees	0.00	841.51	3,000.00	28.05%
<b>Total Collections Support</b>	<b>101.56</b>	<b>3,373.37</b>	<b>6,000.00</b>	<b>56.22%</b>
<b>Administration</b>				
HRIS and Payroll Processing Fees	2,790.57	19,090.84	33,000.00	57.85%
Mileage & Miscellaneous reimburse	25.69	8,283.75	22,500.00	36.82%
Hospitality	58.23	1,793.13	5,000.00	35.86%
Staff Appreciation / Engagement	0.00	8,237.40	12,000.00	68.65%
Audit Fees	0.00	9,000.00	11,600.00	77.59%
Unclaimed Property Escheatment to	0.00	0.00	650.00	0.00%
Merchant Account Services	81.53	710.62	2,050.00	34.66%
Consulting Services - Admin	4,000.00	37,532.50	60,000.00	62.55%
Intergovernmental Agreements (IGA)	3,707.25	14,798.00	25,000.00	59.19%
Legal Fees	0.00	1,767.50	30,000.00	5.89%
Postage & Delivery	1,500.00	7,091.48	16,500.00	42.98%
Insurance	0.00	114,420.99	124,700.00	91.76%
Contingency	50.02	106.99	0.00	0.00%
Grant Expenses	0.00	9,265.00	0.00	0.00%
Supplies	2,385.60	55,693.62	90,000.00	61.88%
<b>Total Administration Support</b>	<b>14,598.89</b>	<b>287,791.82</b>	<b>433,000.00</b>	<b>66.46%</b>
<b>Other Support Services</b>				
Telephone/Communications	4,219.46	26,476.52	65,000.00	40.73%
Office & Library Machinery Service	1,158.13	8,106.91	20,000.00	40.53%
<b>Total Other Support Services</b>	<b>5,377.59</b>	<b>34,583.43</b>	<b>85,000.00</b>	<b>40.69%</b>
<b>TOTAL SUPPORT SERVICES</b>	<b>21,060.47</b>	<b>359,912.96</b>	<b>575,300.00</b>	<b>62.56%</b>
<b>EQUITY AND ANTI-RACISM</b>				
Learning and Development	0.00	0.00	12,000.00	0.00%
Supplies - Equity	0.00	676.40	2,000.00	33.82%
<b>TOTAL EQUITY AND ANTI-RACISM</b>	<b>0.00</b>	<b>676.40</b>	<b>14,000.00</b>	<b>4.83%</b>
<b>LIBRARY MATERIALS</b>				
Print materials	24,367.68	182,435.96	380,500.00	47.95%
Audio and video materials	5,767.92	35,710.12	95,500.00	37.39%
Digital content	45,567.20	424,599.46	640,000.00	66.34%
Devices	1,413.95	10,165.21	30,000.00	33.88%
Realia and other formats	438.72	3,184.82	10,500.00	30.33%

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 07/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Archival collection	0.00	1,227.21	20,000.00	6.14%
<b>TOTAL LIBRARY MATERIALS</b>	<b>77,555.47</b>	<b>657,322.78</b>	<b>1,176,500.00</b>	<b>55.87%</b>
<b>FACILITIES MANAGEMENT</b>				
<b>Facility Supplies</b>				
Fuels & Lubricants	0.00	827.97	2,800.00	29.57%
Building Materials & Supplies	43.87	6,681.84	10,000.00	66.82%
Equipment Parts	0.00	8,080.92	10,000.00	80.81%
Cleaning & Housekeeping Supplies	1,033.07	5,379.40	8,500.00	63.29%
Signage	0.00	3,381.28	4,000.00	84.53%
<b>Total Facility Supplies</b>	<b>1,076.94</b>	<b>24,351.41</b>	<b>35,300.00</b>	<b>68.98%</b>
<b>Facilities Services</b>				
Landscaping and snow removal serv	544.00	5,140.00	25,000.00	20.56%
Custodial Services	17,451.23	122,495.57	225,000.00	54.44%
Water	1,455.75	7,179.63	11,750.00	61.10%
Sewer/Garbage	1,096.78	7,412.05	13,500.00	54.90%
Parking lot expense	0.00	2,752.31	10,500.00	26.21%
Natural Gas	1,239.10	19,286.77	95,000.00	20.30%
Rentals--Equipment & Facilities	1,370.00	9,590.00	25,000.00	38.36%
Repair & Maintenance Prop. & Equip	15,897.31	148,591.55	242,000.00	61.40%
<b>Total Facilities Services</b>	<b>39,054.17</b>	<b>322,447.88</b>	<b>647,750.00</b>	<b>49.78%</b>
<b>TOTAL FACILITIES MANAGEMENT</b>	<b>40,131.11</b>	<b>346,799.29</b>	<b>683,050.00</b>	<b>50.77%</b>
<b>PUBLIC SERVICES</b>				
<b>Programming</b>				
Children's Programming	1,368.46	16,905.77	25,000.00	67.62%
Young Adult Programming	742.92	9,144.59	27,000.00	33.87%
Adult Programming	1,734.09	14,993.31	23,000.00	65.19%
Community Engagement	886.17	11,298.53	14,000.00	80.70%
Social Services	4,992.00	5,615.92	10,000.00	56.16%
Creative Studio	884.39	4,841.69	8,000.00	60.52%
<b>Total Programming</b>	<b>10,608.03</b>	<b>62,799.81</b>	<b>107,000.00</b>	<b>58.69%</b>
<b>Digital Services</b>				
Consultant Support Services	8,691.30	14,541.30	65,000.00	22.37%
SWAN	24,826.50	79,093.25	115,000.00	68.78%
Subscriptions and services	7,877.92	191,713.96	354,000.00	54.16%
Equipment and supplies	105.97	3,941.24	25,000.00	15.77%
<b>Total Digital Services</b>	<b>41,501.69</b>	<b>289,289.75</b>	<b>559,000.00</b>	<b>51.75%</b>
<b>TOTAL PUBLIC SERVICES</b>	<b>52,109.72</b>	<b>352,089.56</b>	<b>666,000.00</b>	<b>52.87%</b>
<b>TOTAL EXPENSES - Operating</b>	<b>933,579.24</b>	<b>6,813,185.91</b>	<b>11,885,600.00</b>	<b>57.32%</b>

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 07/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>EXPENSES - Capital</b>				
Facilities Equipment	0.00	510.38	10,000.00	5.10%
Furnishings	3,326.80	45,660.54	75,000.00	60.88%
Technology Projects and Equipment	0.00	12,508.50	50,000.00	25.02%
Building Improvements	3,042.00	113,720.53	465,000.00	24.46%
<b>TOTAL EXPENSES - Capital</b>	<b>6,368.80</b>	<b>172,399.95</b>	<b>600,000.00</b>	<b>28.73%</b>
 <b>NET SURPLUS/(DEFICIT)</b>	 <b>(903,411.23)</b>	 <b>(567,328.29)</b>	 <b>(600,000.00)</b>	 <b>94.55%</b>

## Oak Park Public Library

### Draft 1- FY2026 Budget

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
<b>REVENUE</b>				
Property Taxes, for operating	11,404,000	11,404,000	11,865,000	4.0%
Corp. Property Replacement Tax	207,000	207,332	195,000	-5.8%
Services charges and fees	0	240	0	0.0%
Lost Books Reimbursed/Reciprocal Borrowing	7,000	13,104	13,000	85.7%
Sales	0	1,332	0	0.0%
Rentals-Library Space	0	3,783	0	0.0%
Vending/Enterprise Income	0	2,008	0	0.0%
Parking lot revenue	22,000	27,874	31,200	41.8%
Interest	182,000	241,334	223,000	22.5%
Gifts	0	450	0	0.0%
Gifts From FOPPL	20,000	25,000	25,000	25.0%
Illinois Per Capita Grant	18,000	80,510	0	-100.0%
Grants	0	9,265	0	0.0%
Community Fund Endowments	25,600	25,757	25,300	-1.2%
Miscellaneous Income	0	10,786	9,000	N/A
<b>TOTAL REVENUE</b>	<b>11,885,600</b>	<b>12,052,776</b>	<b>12,386,500</b>	<b>4.2%</b>
<b>EXPENSES - Operating</b>				
<b>PEOPLE</b>				
<b>Compensation</b>				
Wages & Salaries	6,630,000	6,547,581	6,940,000	4.7%
Employee Health Benefits	1,223,000	1,278,642	1,364,000	11.5%
IMRF (Illinois Municipal Retirement Fund)	229,000	211,260	270,000	17.9%
FICA/MEDICARE	488,500	482,732	511,000	4.6%
Workers Compensation Insurance	17,500	15,470	17,500	0.0%
Unemployment Compensation Ins.	24,000	32,129	15,000	-37.5%
<b>Total Compensation</b>	<b>8,612,000</b>	<b>8,567,814</b>	<b>9,117,500</b>	<b>5.9%</b>
<b>Talent Development</b>				
Dues	14,000	19,000	19,000	35.7%
Staff Development/Travel	103,250	79,698	107,850	4.5%
Tuition Reimbursement	27,000	22,389	27,000	0.0%
Recruitment	12,500	18,552	3,500	-72.0%
Board Development	2,000	20,350	6,000	200.0%
<b>Total Talent Development</b>	<b>158,750</b>	<b>159,989</b>	<b>163,350</b>	<b>2.9%</b>
<b>TOTAL PEOPLE</b>	<b>8,770,750</b>	<b>8,727,803</b>	<b>9,280,850</b>	<b>5.8%</b>
<b>SUPPORT SERVICES</b>				
<b>Marketing</b>				
Promotions	19,000	18,703	13,000	-31.6%
Publications	31,550	30,452	37,000	17.3%
<b>Total Marketing Support</b>	<b>50,550</b>	<b>49,156</b>	<b>50,000</b>	<b>-1.1%</b>
<b>Store</b>				
General Merchandise	0	0	250	0.0%

## Oak Park Public Library

### Draft 1- FY2026 Budget

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
Fees and Services	750	736	750	0.0%
<b>Total Store Support</b>	<b>750</b>	<b>736</b>	<b>1,000</b>	<b>33.3%</b>
<b>Collections</b>				
ILL Payments	3,000	2,989	3,500	16.7%
Cataloging/Bib Search Fees	3,000	2,442	2,500	-16.7%
<b>Total Collections Support</b>	<b>6,000</b>	<b>5,431</b>	<b>6,000</b>	<b>0.0%</b>
<b>Administration</b>				
HRIS and Payroll Processing Fees	33,000	32,882	34,000	3.0%
Mileage & Miscellaneous reimbursement (non-conference)	22,500	17,805	20,000	-11.1%
Hospitality	5,000	1,673	5,000	0.0%
Staff Appreciation / Engagement	12,000	12,000	12,000	0.0%
Audit Fees	11,600	11,000	11,600	0.0%
Unclaimed Property Escheatment to State of Illinois	650	0	0	-100.0%
Merchant Account Services	2,050	1,144	1,200	-41.5%
Consulting Services - Admin	60,000	77,533	48,000	-20.0%
Intergovernmental Agreements (IGA)	25,000	25,312	25,900	3.6%
Legal Fees	30,000	4,862	25,000	-16.7%
Postage & Delivery	16,500	14,195	18,500	12.1%
Insurance	124,700	117,067	132,000	5.9%
Contingency	0	26	0	0.0%
Grant Expenses	0	15,137	0	0.0%
Supplies	90,000	83,023	90,000	0.0%
<b>Total Administration Support</b>	<b>433,000</b>	<b>413,659</b>	<b>423,200</b>	<b>-2.3%</b>
<b>Other Support Services</b>				
Telephone/Communications	65,000	44,765	60,000	-7.7%
Office & Library Machinery Service	20,000	13,898	14,000	-30.0%
<b>Total Other Support Services</b>	<b>85,000</b>	<b>58,663</b>	<b>74,000</b>	<b>-12.9%</b>
<b>TOTAL SUPPORT SERVICES</b>	<b>575,300</b>	<b>527,643</b>	<b>554,200</b>	<b>-3.7%</b>
<b>EQUITY AND ANTI-RACISM</b>				
Learning and Development	12,000	12,000	12,000	0.0%
Supplies - Equity	2,000	2,000	2,000	0.0%
<b>TOTAL EQUITY AND ANTI-RACISM</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>0.0%</b>
<b>LIBRARY MATERIALS</b>				
Print materials	380,500	376,292	374,000	-1.7%
Audio and video materials	95,500	94,157	96,500	1.0%
Digital content	640,000	654,352	652,700	2.0%
Devices	30,000	19,220	26,000	-13.3%
Realia and other formats	10,500	9,565	10,500	0.0%
Archival collection	20,000	6,227	20,000	0.0%
<b>TOTAL LIBRARY MATERIALS</b>	<b>1,176,500</b>	<b>1,159,813</b>	<b>1,179,700</b>	<b>0.3%</b>

## Oak Park Public Library

### Draft 1- FY2026 Budget

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
<b>FACILITIES MANAGEMENT</b>				
<b>Facility Supplies</b>				
Fuels & Lubricants	2,800	1,554	2,000	-28.6%
Building Materials & Supplies	10,000	10,000	12,000	20.0%
Equipment Parts	10,000	10,000	12,000	20.0%
Cleaning & Housekeeping Supplies	8,500	8,500	9,000	5.9%
Signage	4,000	3,956	4,000	0.0%
<b>Total Facility Supplies</b>	<b>35,300</b>	<b>34,010</b>	<b>39,000</b>	<b>10.5%</b>
<b>Facilities Services</b>				
Landscaping and snow removal services	25,000	24,052	25,750	3.0%
Custodial Services	225,000	224,537	236,000	4.9%
Water	11,750	11,750	12,250	4.3%
Sewer/Garbage	13,500	13,120	14,000	3.7%
Parking lot expense	10,500	10,500	10,750	2.4%
Natural Gas	95,000	71,627	90,000	-5.3%
Rentals--Equipment & Facilities	25,000	19,740	25,000	0.0%
Repair & Maintenance Prop. & Equip.	242,000	242,000	254,000	5.0%
<b>Total Facilities Services</b>	<b>647,750</b>	<b>617,325</b>	<b>667,750</b>	<b>3.1%</b>
<b>TOTAL FACILITIES MANAGEMENT</b>	<b>683,050</b>	<b>651,336</b>	<b>706,750</b>	<b>3.5%</b>
<b>PUBLIC SERVICES</b>				
<b>Programming</b>				
Children's Programming	25,000	25,000	28,000	12.0%
Young Adult Programming	27,000	24,000	26,000	-3.7%
Adult Programming	23,000	28,000	35,000	52.2%
Community Engagement	14,000	12,435	14,000	0.0%
Social Services	10,000	624	10,000	0.0%
Creative Studio	8,000	9,500	11,000	37.5%
Patron Services Programming	0	0	3,000	0.0%
<b>Total Programming</b>	<b>107,000</b>	<b>99,559</b>	<b>127,000</b>	<b>18.7%</b>
<b>Digital Services</b>				
Consultant Support Services	65,000	44,288	65,000	0.0%
SWAN	115,000	103,122	111,000	-3.5%
Subscriptions and services	354,000	278,231	323,000	-8.8%
Equipment and supplies	25,000	23,421	25,000	0.0%
<b>Total Digital Services</b>	<b>559,000</b>	<b>449,062</b>	<b>524,000</b>	<b>-6.3%</b>
<b>TOTAL PUBLIC SERVICES</b>	<b>666,000</b>	<b>548,620</b>	<b>651,000</b>	<b>-2.3%</b>
<b>TOTAL EXPENSES - Operating</b>	<b>11,885,600</b>	<b>11,629,216</b>	<b>12,386,500</b>	<b>4.2%</b>



## Oak Park Public Library

### Draft 1- FY2026 Budget

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
<b>EXPENSES - Capital</b>				
Facilities Equipment	10,000	9,010	10,000	0.0%
Furnishings	75,000	59,808	75,000	0.0%
Technology Projects and Equipment	50,000	49,509	60,000	20.0%
Building Improvements	465,000	394,007	525,000	12.9%
<b>TOTAL EXPENSES - Capital</b>	<b>600,000</b>	<b>512,334</b>	<b>670,000</b>	<b>11.7%</b>
<b>TOTAL BUDGET EXPENDITURES</b>	<b>12,485,600</b>	<b>12,141,549</b>	<b>13,056,500</b>	<b>4.6%</b>
<b>NET SURPLUS/(DEFICIT) OPERATING</b>	<b>0</b>	<b>423,560</b>	<b>0</b>	<b>0.0%</b>
<b>NET SURPLUS/(DEFICIT) OPERATING &amp; CAPITAL</b>	<b>(600,000)</b>	<b>(88,774)</b>	<b>(670,000)</b>	<b>11.7%</b>
<b>Per Household Rate for Library Service</b>	<b>488.92</b>		<b>508.69</b>	<b>4.0%</b>
<b>State method: (Prop Taxes/Population)*Avg Persons per Household</b>				
Population estimate: 52,947				
Average persons per household: 2.27				