

TRI-CITY PUBLIC LIBRARY DISTRICT

PUBLIC HEARING

**COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR FISCAL
YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019**

Tuesday, September 18, 2018

7:00 pm Tri-City Public Library

- I. Call to Order
- II. Roll Call
- III. Public Hearing to Consider Annual Budget and Appropriation Budget
- IV. Adjournment

TRI-CITY PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

AGENDA

TUESDAY, September 18, 2018

7:15 pm

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Recognize Visitors/Public Presentations to Board
- V. Approval of Agenda
- VI. Approval of minutes from August 21, 2018 Board Meeting
- VII. Treasurer's Report/Reading of Bills for Approval
 - A. Balance sheet/Expenditures (HANDOUT)
 - B. Approval of Bills for August-September (HANDOUT)
- VIII. Correspondence and Communications
- IX. Committee Reports
 - A. Fundraising
 - B. Personnel
 - C. Steering
 - D. Building Finance
 - E. Program Planning
- X. Head Librarian's Report (HANDOUT)
- XI. Old Business
 - A. Vote on FY 2019 Budget and Appropriation Ordinance
- XII. New Business
- XIII. Adjournment

UPCOMING DATES

September 18, 2018: First day (90 days before last day to file nomination papers) for candidates for Library Board of Trustees to circulate nominating petition sheets.]for April 2, 2019 consolidated election] (10 ILCS 5/10-4)

September 25, 2018: Last day (no later than the fourth Tuesday of September) for board to enact a budget and appropriation ordinance which shall be published once thereafter. (75 ILCS 16/30-85)]Note: 35 ILCS 205/162 requires that within 30 days of adoption, a certified copy of the budget and appropriation ordinance, as well as a certified estimate of revenues (some County Clerks require this on a separate form even if it is included in the B&A ordinance) for the following year, must be filed with County Clerk.]

September 28, 2018: Last day (90 days after end of fiscal year) for audit of the records kept by Board's secretary to be filed. (75 ILCS 16/30-90)

September 30, 2018: Last day to pay obligation incurred in prior fiscal year with funds from that year in amounts up to 20 percent of those appropriation. (75 ILCS 16/30-90)

September 30, 2018: Last day to transfer unexpended funds from the prior fiscal year to Special Reserve Fund. (75 ILCS 16/30-90 and 16/40-50)

December 4, 2018: Last day (1st Tuesday in December) to adopt levy ordinance which incorporates budget and appropriation ordinance. (The levy ordinance cannot be enacted until after publication of budget and appropriation ordinance.) (75 ILCS 16/30-85)

December 10, 2018: First day (113 days before 2/26/19 consolidated primary election) to file certificates of nomination and nomination papers for the Library Board of Trustees with local election officials. (10 ILCS 5/10-6)

December 17, 2018: Last day (106 days before 4/2/19 consolidated election) to file certificates of nomination and nomination papers for the Library Board of Trustees with local election official. (10 ILCS 5/10-8)

December 24, 2018: Last day (5 business days after last day for filing) to object to certificates of nomination and nomination papers. (10 ILCS 5/10-8)

December 25, 2018: Last day (last Tuesday of December) for secretary to file a certified copy of levy ordinance which incorporates budget and appropriation ordinance with County Clerk. (74 ILCS 16/30-85)

December 27, 2018: Last day (within 180 days after fiscal year end) to file Audit Report and Annual Financial Report with Comptroller and County Clerk. (75 ILCS 16/30-45; 35 ILCS 200/30-30 and 50 ILCS 310/1)

December 31, 2018: Last day (statute requires bi-annual compliance) for the second half review of the minutes of all closed sessions under the Open Meetings Act as to whether or not the minutes should remain sealed or can be publicly disclosed. (5 ILCS 120/2.06)

December 31, 2018: Last day (within 6 months after fiscal year) for library treasurers to prepare sworn Report of Receipts and Disbursements and file with County Clerk. Also last day to publish said reports, if necessary. (30 ILCS 15/1 and 15/2)