



Authority to Spend

In carrying out the day-to-day operation of the Library, the Library Director expends funds in a judicious manner. The authority to spend tax monies is vested with the Board of Trustees through the Budget and Appropriations Ordinance, passed annually.

As such, the Library Director of the SPLD is authorized to spend up to \$500.00 on any single item without prior board approval.

The Library Director of the SPLD is authorized to spend up to \$1,500.00 on any single item with the approval of the finance committee.

The Library Director of the SPLD is authorized to spend up to \$20,000.00 on services, materials, equipment, or supplies only with the approval of the full board.

The SPLD may spend in excess of \$20,000 with a single vender only after completing the formal bid process as described in Illinois State Law.

In the case of extreme emergency, the Library Director of the SPLD may spend, with the approval of any two library board members, an amount not to exceed the threshold requiring a formal bidding process (\$25,000 as of 2017).

Adopted by Resolution of the Board September 15, 2011; edited to reflect current law: September 2017.