

**Minerva Public Library  
Board of Trustees**

**January 23, 2025**

**2025 Organization Meeting  
& Monthly Regular  
Meeting Packet**

**Minerva Public Library Board of Trustees  
2025 Annual Organization Meeting Agenda  
January, 2025 Regular Meeting Agenda  
January 23, 2025 at 6:30 pm in the Library Board Room**

**Attendance:**

Trustee: Roger Bartley \_\_\_\_\_

Trustee: Jennifer Beard \_\_\_\_\_

Trustee: Casey Milano \_\_\_\_\_

Trustee: Rebecca Miller \_\_\_\_\_

Trustee: Sarah Repella \_\_\_\_\_

Trustee: Diane Ruff \_\_\_\_\_

Trustee: Richard Rutledge \_\_\_\_\_

Fiscal Officer: Heather Husted \_\_\_\_\_

Director: Jason Bumbico \_\_\_\_\_

**Call to Order**

**Adjustments to the Agenda**

**Public Participation**

**Administering Oath to Board of Trustees:** All board members are in a current term of office.

**Annual Organization Meeting Business**

Election of Officers for calendar year 2025.  
(2024 Officers are listed in parenthesis.)

President (Roger Bartley) \_\_\_\_\_

Vice President (Dick Rutledge) \_\_\_\_\_

Secretary (Rebecca Miller) \_\_\_\_\_

Appointment of Library Committee Members for organizational year 2025 (2024 members in parenthesis)

Building & Grounds (Beard, Milano, Ruff)\_\_\_\_\_

Finance & Audit (Bartley, Repella, Rutledge)\_\_\_\_\_

Personnel (Repella, Ruff, Rutledge)\_\_\_\_\_

Policy Committee (Milano, Miller, Beard)\_\_\_\_\_

Development Chair (Bartley)\_\_\_\_\_

**Establish** meeting date for Records Commission (all 7 members of the Board, the Fiscal Officer, and the Director) \_\_\_\_\_.

**Accept:** Monthly regular Board meeting calendar for 2025. Meetings will be held at 6:30 p.m. on the 4th Thursday of each month or the third Thursday of the month if it falls on a holiday (or otherwise as may later be scheduled by the Board).

The 2025 regular meeting schedule is listed below:

January 23	May 22	September 25
February 27	June 26	October 23
March 27	July 24	November 20
April 24	August 21	December 18

Note: A complete paper and digital copy of each month’s Board packet will be kept as a permanent file copy. A digital copy of the Board packet will be posted to the library’s website prior to the monthly meeting.

Note: Resolutions are numbered beginning with the last two digits of the year, followed by a dash and a two-digit number for the month, followed by a dash and a two-digit number for the resolution, e.g., in January 2025, resolutions are numbered 25-01-01, 25-01-02, 25-01-03, etc.

**Motion for Executive Session:** discuss the performance evaluation of the Fiscal Officer.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Time: \_\_\_\_\_

Roll Call: \_\_\_Bartley \_\_\_Beard \_\_\_Milano \_\_\_Miller \_\_\_Repella \_\_\_Ruff \_\_\_Rutledge

Return to Regular Session

Motion \_\_\_\_\_ Second \_\_\_\_\_ Time: \_\_\_\_\_

**Motion for Resolution 24-01-01:** to hire Heather Husted as the Fiscal Officer of the Minerva Public at the salary and under the conditions stated in the employment agreement, from January 1, 2025 through January 2026 Organization Meeting.

**Administering Oath of Office to Fiscal Officer**

Board President Bartley will administer the oath of office to Fiscal Officer Husted.

*Do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as the Fiscal Officer of the Minerva Public Library in Stark County, Ohio to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted during your term of office?*

**Enact enabling resolutions:**

**Motion for Resolution: 25-01-02:** that the Library Director be authorized to approve travel expenses in an amount not to exceed \$700.00 per employee per event throughout fiscal year 2025 and continuing through to the 2025 Organization Meeting, as long as said expenditures fall within the 2025 or 2026 Appropriation Resolution(s) adopted by the Board of Trustees.

**Motion for Resolution: 25-01-03:** to authorize the Library Director to accept all monetary gifts and donations as described in Section 1.7 of the *Minerva Public Library Public Services Policy Manual* throughout the fiscal year 2025 and continuing through to the 2026 Organization Meeting. All monetary gifts of any amount will be reported to the Board of Trustees at their next monthly regular meeting.

**Motion for Resolution: 25-01-04:** that the Library Director be authorized to accept all “in-kind” gifts as described in Section 1.7 of the *Minerva Public Library Public Services Policy Manual* throughout the fiscal year 2025 and continuing through to the 2026 Organization Meeting. The Board of Trustees confers upon the Director the responsibility for assessing which gifts are to be added to the library’s collection or to be disposed of through the “Donation” book cart or otherwise. All individual “in-kind” gifts that the Director adds to the library’s collection will be reported to the Board of Trustees at their next monthly regular meeting.

**Motion for Resolution: 25-01-05:** that the Fiscal Officer be authorized to encumber funds and pay invoices as they are due throughout fiscal year 2025 and continuing until the 2026 organizational meeting, as long as said bills fall within the 2025 or 2026 Appropriation Resolutions(s) adopted by the Board of Trustees. All paid bills will be reported to the Board of Trustees at their next monthly regular meeting. The Fiscal

Officer is also authorized to invest Library monies as legally permitted and in adherence with and accordance to the Library's Investment Policy and the Depository Contracts awarded for periods inclusive of fiscal year 2025 and continuing through to the 2026 Organization Meeting as approved by the Board.

**Motion for Resolution: 25-01-06:** that the Fiscal Officer, as authorized by law, be permitted to make transfers within the same fund and category of object account number as listed in the Chart of Accounts and those that do not change the total appropriations of each fund (such as from 1000-100-411-0000 to 1000-100-413-0000) and provided that such changes in appropriations be reported to the Board of Trustees at their next monthly regular meeting. Transfers within the same funds, different category of object account number (such as from 1000-100-411-0000 to 1000-100-322-0000), and transfers between different funds still require prior authorization by the Library Board of Trustees. This authority is for fiscal year 2025 and continues through to the 2026 Organization Meeting.

**Motion for Resolution 25-01-07:** that the Director is authorized to discard unneeded library furniture, equipment, and materials, either by sale, gift, or appropriate disposal during Fiscal Year 2025 and continuing through to the 2026 Organization Meeting.

**Motion for Resolution 254-01-08:** to appoint the Library Director to act as the Compliance Officer for the library credit card for Fiscal Year 2025 and through to the 2026 Organization Meeting.

### **Moving to January Regular Meeting Business**

#### **Ongoing Business**

**Ohio Governor's Imagination Library Update:** Dolly Parton Imagination Library of Ohio Update – Since November 2024, we are up 27 registrations to 282.

#### **Discussion**

Discuss the different options for the composition of the Library Board of Trustees over the course of 2025.

#### **Fiscal Officer's Report:**

**Motion to Accept:** Monthly financial reports for December 2024, and the Fiscal Officer's Monthly Report.

**Current Revenue:**

**PLF Distribution:** The December 2024 PLF distribution is **\$79,483.74** which is **7.76% more** than the **\$73,759.82** received in December 2023. At the end of the year, PLF funding was **1.79% less** than predicted for 2024.

**2024 General Revenue Net Operating Position**

December Revenue =	\$82,924.59	Total Annual Revenue =	\$942,504.05
December Expense =	\$63,042.87	Total Annual Expenses =	\$911,678.39
Difference	<b>\$19,881.72</b>		<b>\$30,825.66</b>

**Operating Fund Expenses as Percentage of Appropriation on November 30, 2024**

2024 Appropriation	Current	2024 Expenses	As Percentage
	<b>\$1,071,706.00</b>	<b>\$911,678.39</b>	<b>85.868%</b>

**New Business:**

**Permanent Budget Revenue Approval:** The projected 2025 total operations revenue is **\$839,720.00**. The total projected 2024 operating revenue with carryover is **\$1,185,812.23**. The total projected 2025 Revenue with carryover and capital is **\$1,714,889.00**.

**Approve Resolution: 25-1-9:** Request the approval of the 2025 Budget Revenue-Temporary Appropriation.

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**Permanent Budget Appropriations Approval:** The operating expenses for 2025 are proposed at **\$898,725.50** Total Expenditure/Appropriation including Capital Projects total **\$1,189,725.50**.

**Approve Resolution: 25-1-10:** Request the approval of the 2025 Budget-Temporary Appropriations.

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**Revise Meeting Room Policy:** In an effort to increase the usage of our meeting spaces, while at the same time ensuring that they are used for purposes in line with the library's mission, we are proposing to change our meeting room policy to eliminate the \$25 fee for businesses and social functions. We will also revise the policy to state that the rooms are not to be used for any directly for-profit purposes.

**Approve Resolution: 25-1-11:** To revise Section 1.62 of the library’s Public Services Policy Manual to reflect the attached language.

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**Revise Fax Fees:** In order to make our services more accessible, we are purposing to eliminate the fee for sending faxes and reducing the fee for receiving faxes to \$.10 (10 cents) per page.

**Approve Resolution: 25-1-12:** To revise Section 4.21 of the library’s Public Services Policy Manual to reflect the attached language

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**Promote Rachael Carmine to Library Associate I Part-Time:** Rachael has become an integral part of the Youth Services Team and promoting her would be advantageous in terms of retaining her employment and adding more flexibility to our staffing schedule. She would remain at her current rate of \$12.88, but she would work up to 29 hours per week and be eligible for sick and vacation time.

**Approve Resolution: 25-1-13:** To offer Rachael Carmine a promotion from Library Associate Substitute to Library Associate I Part–Time. Upon her acceptance, the promotion will be effective February 2, 2025.

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**Deputy Fiscal Officer:** For the purposes of business continuity, there has been a recommendation that we appoint a deputy fiscal officer to take care of fiscal officer duties in case of emergency. If approved, we will determine how to best get the deputy appropriately bonded.

**Approve Resolution: 25-1-14:** To appoint Jason Bumbico Deputy Fiscal Officer effective February 1, 2025 through the January, 2026 Organization Meeting.

**Correspondence:**

**Google Review:** Jessica Loveless wrote, *“There are great places throughout the library to read and study as well as a lot of free and engaging programs for both children and adults here in the community!”*

**Director’s Report:**

Motion to Accept the monthly report from the Director included in the packet.

**December 2024 Library Statistics:**

In-house circulation was **12,974**, which is about **14.17% below** the December 2023 total circulation of **15,116**. Total circulation was **19,132**, which is about **11.07 % below** the December 2023 total circulation of **19,893**. The December 2024 door count was **4,193**, **down about 36.78%** from December 2023, when it totaled **5,738**. In December 2024, **23 classrooms** came to the library from the Minerva School, serving **451 children**.

**Accept Financial Gifts—December 2024:**

Restricted Individual Contributions:

**Richard Myers    \$1000.00**

Unrestricted Individual Contributions to the General Fund:

**Theresa Blocker    \$300.00**

**Book Sale            \$9.90**

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**Total Financial Gifts                    \$1309.90**

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**In-kind Gifts for December 2024**

- *12 Books Donated*

**Motion to Adjourn:**

The next Regular Board Meeting will be February 27, 2025 at 6:30 pm in the Board Room.



**Minerva Public Library  
Board of Trustees Meeting Minutes  
December 19, 2024 at 6:30 pm, Board Room**

**Attendance:**

Trustee: Roger Bartley \_\_\_\_\_ Yes \_\_\_\_\_

Trustee: Jennifer Beard \_\_\_\_\_ No \_\_\_\_\_

Trustee: Casey Milano \_\_\_\_\_ Yes \_\_\_\_\_

Trustee: Rebecca Miller \_\_\_\_\_ No \_\_\_\_\_

Trustee: Sarah Repella \_\_\_\_\_ Yes \_\_\_\_\_

Trustee: Diane Ruff \_\_\_\_\_ No \_\_\_\_\_

Trustee: Richard Rutledge \_\_\_\_\_ Yes \_\_\_\_\_

Fiscal Officer: Heather Husted \_\_\_\_\_ Yes \_\_\_\_\_

Director: Jason Bumbico \_\_\_\_\_ Yes \_\_\_\_\_

**Call to Order: 6:30 pm**

**Adjustments to the Agenda:**

**Public Participation:**

**Minutes:** Motion to approve the minutes from the November 21, 2024 Regular Board of Trustees meeting.

**Approved:** First – Repella | Second - Rutledge

**Ongoing Business:**

Dolly Parton Imagination Library of Ohio Update: we have not yet received the December statistics.

**Fiscal Officer's Report:**

**Motion to Accept:** Monthly financial reports for November 2024, and the Fiscal Officer's Monthly Report.

**Approved:** First – Milano | Second - Rutledge

**Current Revenue:**

**PLF Distribution:** The November 2024 PLF distribution is **\$67,812.73** which is **3.41%** less than the **\$70,205.12** received in November 2023. The PLF funding is behind about **3.3%** from the budget.

**2024 General Revenue Net Operating Position**

November Revenue =	\$70,342.64	Total Annual Revenue =	\$759,579.46
November Expense =	<u>\$61,457.37</u>	Total Annual Expenses =	<u>\$748,635.52</u>
Difference	<b>\$8,885.27</b>		<b>\$10,943.94</b>

**Operating Fund Expenses as Percentage of Appropriation on November 30, 2024**

<u>2024 Appropriation</u>	<u>Current</u>	<u>2024 Expenses</u>	<u>As Percentage</u>
	<b>\$1,071,706.00</b>	<b>\$748,635.52</b>	<b>69.855%</b>

**Executive Session:**

Discussion of Staffing Decisions for 2025

**EXECUTIVE SESSION - 6:36 PM in, 6:50 out**

**New Business:**

**Transfer of Funds:** Transfer funds to office supplies to complete the purchases for the end of the year.

**Approve Resolution: 24-12-01:** Transfer of \$750 from Contingencies #1000-930-930-0000 to Office Supplies 1000-230-451-0007.

**Approved:** First – Milano | Second – Rutledge  
*(One Vote for 24-12-01, 24-12-02, 24-12-03, 24-12-04)*

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**Transfer of Funds:** Transfer of unused funds in Contingencies to the Transfers-Out Fund for Capital Projects

**Approve Resolution: 24-12-02:** Transfer of \$5,000 from Contingencies #1000-930-930-0000 and transfer to Transfers-Out to Capital Projects #1000-910-910-000.

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**Transfer of Funds:** Transfer of unused funds in Medical Insurance to the Transfers-Out Fund for Capital Projects.

**Approve Resolution: 24-12-03:** Transfer of \$30,000 from Medical Insurance 1000-110-221-000 and transfer to Transfers-Out to Capital Projects #1000-910-910-000.

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**Transfer of Funds:** Transfer of unused funds in Non-Professional Salaries to the Transfers-Out Fund for Capital Projects.

**Approve Resolution: 24-12-04:** Transfer of \$15,000 from Salaries (Non-Professionals) and transfer to Transfers-Out to Capital Projects #1000-910-910-000.

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**Transfer of Funds:** Transfer funds to Capital Projects to finish year.

**Approve Resolution: 24-12-05:** Transfer of \$100,000 from Transfers- Out to Capital Projects #1000-910-910-000 and transfer to Capital.

**Approved:** First – Milano | Second – Repella

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**HVAC Maintenance Agreement:** With the completion with Standard Heating & Plumbing agreement with the library to provide maintenance for the HVAC system, we will need to find a new service provider. Buckeye Mechanical & Controls' proposal presents a economical, local alternative as a service provider.

**Approve Resolution: 24-12-06:** To enter into an agreement with Buckeye Mechanical & Controls Inc. for them to provide quarterly maintenance of the library's HVAC equipment at a rate of \$1,575 per visit.

**Approved:** First – Rutledge | Second – Milano

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**Carpet Cleaning:** After speaking with a number of local carpet cleaning service providers, Brad's Carpet Cleaning presented the best offer in terms of quality, scheduling and price. We would like to contract with them to clean the carpets on the main floor this coming month.

**Approve Resolution: 24-12-07:** To contract with Brad’s Carpet Cleaning to clean the main floor carpets (\$0.20 per square foot) and the library’s armchairs (\$35.00 per chair) for the cost of \$2,500.

**Approved: First – Rutledge | Second – Repella**

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**Trash Pickup:** The library has continually been running out of space in our dumpster which has caused periodic backups and made clearing out storage spaces difficult. After contacting other local waste management companies, and speaking with our current provider, Solid Water & Recycling Services, the best option to expand our service would be to increase the frequency of our pickups from once every two weeks to a weekly service. This increase would raise the rate \$55.00 from \$120.00 per month to \$175.00 per month.

**Approve Resolution: 24-12-08:** To update our service agreement with Solid Waste & Recycling Services to a weekly service in 2025 at a rate of \$175 per month.

**Approved: First – Milano | Second – Repella**

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**Youth Services Printer:** To better help the Youth Services Department with their daily tasks, we have been looking at options for installing a new printer with accompanying service agreement downstairs in their workroom. Lake Business Products sent a proposal for a desktop copier/printer/scanner to purchase for \$2,117.32, with a fee of \$60.40 per month for maintenance and supplies. The agreement includes an allowance for 1000 mono and 500 color images per month. This compares very favorably with the proposal from our present service provider.

**Approve Resolution: 24-12-09:** To enter into the agreement with Lake Business Products to purchase a printer for the Youth Services Department and to enter into a management print service with them for maintenance and supplies.

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**Temporary Budget Revenue Approval:** The projected 2025 total operations revenue is **\$839,720.00**. The total projected 2024 operating revenue with carryover is **\$1,185,812.23**. The total projected 2025 Revenue with carryover and capital is **\$1,714,889.00**.

**Approve Resolution: 24-12-10:** Request the approval of the 2025 Budget Revenue-Temporary Appropriation.

**Approved: First – Rutledge | Second – Repella**

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**Temporary Budget Appropriations Approval:** The operating expenses for 2025 are proposed at **\$898,725.50** Total Expenditure/Appropriation including Capital Projects total **\$1,189,725.50**.

**Approve Resolution: 24-12-11:** Request the approval of the 2025 Budget-Temporary Appropriations.

**Approved: First – Repella | Second – Rutledge**

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**2025 Pay Rate Increase:** In response to cost of living increases and continued quality service, we are proposing a 3% pay increase for staff.

**Approve Resolution: 24-12-12:** To approve a 3% hourly rate increase across the board for all current employees, not including the Director and the Fiscal Officer. The pay increase is effective with the first pay in January 2025.

**Approved: First – Rutledge | Second – Repella**

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**Correspondence:**

None

**Director’s Report:**

Motion to Accept the monthly report from the Director included in the packet.

**Approved: First – Repella | Second – Milano**

**November 2024 Library Statistics:**

In-house circulation was **13,790**, which is about **12.5% below** the November 2023 total circulation of 15,763. Total circulation was **17,824**, which is about **10.4%** below the November 2023 total circulation of **19,893**. The November 2024 door count was **6,035**, **down about 18%** from November 2023, when it totaled **7,143**. In November 2024, **53 classrooms** came to the library from the Minerva School, serving **986 children**.

**Accept Financial Gifts—November 2024:**

Restricted Individual Contributions:  
Virginia Birks      \$500.00

Unrestricted Individual Contributions to the General Fund:  
Book Sale      \$37.00

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Total Financial Gifts      \$537.00

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**In-kind Gifts for November 2024**

- 26 Books Donated - Mary L Miller

**Motion to Adjourn:**

**Approved: First – Rutledge | Second – Repella**

The next Regular Board Meeting will be January 23, 2025 at 6:30 pm in the Board Room.

# **Minerva Public Library**

## **December 2024 Financial Reports**

### **Submitted for January 2025 Board Meeting**

**Fiscal Officer's Report  
Revenue Status Report  
Revenue Receipt Register  
Appropriation Status Report  
Bank Reconciliation  
Fund Status  
Investment Listing**

## Fiscal Officer's Report January 2025

1. Bank Reconciliation
  - a. Adjustment for entry error
2. Revenue Receipt Register
  - a. \$1,498.87 of interest earned in December
  - b. There was an extra PLF distribution for the Sales Tax Holiday, totaling \$3,638.39
3. Appropriation Payment Register
  - a. Programming Supplies \$716.76
  - b. Book purchases \$3,558.16
  - c. Audiovisual \$1,854.11
  - d. Downloadable Content \$1,911.08
  - e. Maintenance and Repair on Equipment \$4,448.25 (\$1,784.75 HVAC repair)
  - f. Property Maint. Repair & Security Services \$2,114.84
  - g. Office Supplies \$489.59
  - h. Land Improvement \$3,991.06 (Landscape improvements and cleaning up tree)
  - i. Furniture and Equipment \$1,014.58 (Teen Space)
4. Revenue Status (YTD 100%)
  - a. PLF was slightly behind in all three counties (98.29%)
  - b. Overall Revenue Status 105.951%
5. Appropriation Status (YTD 100%)
  - a. Overall Appropriation Status is 85.068%
6. Investment Listing
  - a. \$21,829.20 interest YTD
7. Appropriation Adjustments
  - a. Moved \$1,000.00 from 1000-110-110-0003 Salaries (non-professionals) to 1000-110-110-0001 Salaries (Administrative Salaries)
8. Carryover to 2025
  - a. Carryover increased by \$20,872.10 from 2024 to 2025 in General Fund (\$463,631.50)
  - b. Carryover increased by \$9,971.25 from 2024 to 2025 in Capital Projects Fund (\$589,901.82)



**Revenue Receipt Register**

December 2024

Account Code: 1000-240-0011

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
191-2024	12/11/2024	12/12/2024	STD	STARK COUNTY AUDITOR'S OFFICE	\$58,457.48	C
196-2024	12/26/2024	12/26/2024	STD	STARK COUNTY AUDITOR'S OFFICE	\$2,779.28	C
197-2024	12/27/2024	12/27/2024	STD	STARK COUNTY AUDITOR'S OFFICE	\$24.99	C
Account Total:					\$61,261.75	

Account Code: 1000-240-0012

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
189-2024	12/12/2024	12/12/2024	STD	CARROLL COUNTY AUDITOR'S OFFICE	\$15,549.03	C
195-2024	12/23/2024	12/23/2024	STD	CARROLL COUNTY AUDITOR'S OFFICE	\$745.91	C
Account Total:					\$16,294.94	

Account Code: 1000-240-0013

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
190-2024	12/10/2024	12/12/2024	STD	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,838.84	C
198-2024	12/30/2024	12/30/2024	STD	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$88.21	C
Account Total:					\$1,927.05	

Account Code: 1000-310-0311

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$24.98	C
192-2024	12/16/2024	12/16/2024	STD	Daily Receipts-CNB Registers	\$12.00	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$12.00	C
Account Total:					\$48.98	

Account Code: 1000-340-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$8.25	C
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$25.35	C
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$4.65	C
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$3.85	C
186-2024	12/05/2024	12/06/2024	STD	Daily Receipts-CNB Registers	\$22.70	C
186-2024	12/05/2024	12/06/2024	STD	Daily Receipts-CNB Registers	\$39.35	C
187-2024	12/09/2024	12/09/2024	STD	Daily Receipts-CNB Registers	\$25.20	C
187-2024	12/09/2024	12/09/2024	STD	Daily Receipts-CNB Registers	\$0.65	C
187-2024	12/09/2024	12/09/2024	STD	Daily Receipts-CNB Registers	\$40.55	C
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$4.25	C
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$18.15	C
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$7.25	C
192-2024	12/16/2024	12/16/2024	STD	Daily Receipts-CNB Registers	\$13.40	C
192-2024	12/16/2024	12/16/2024	STD	Daily Receipts-CNB Registers	\$48.40	C
193-2024	12/19/2024	12/19/2024	STD	Daily Receipts-CNB Registers	\$37.55	C
193-2024	12/19/2024	12/19/2024	STD	Daily Receipts-CNB Registers	\$2.80	C
193-2024	12/19/2024	12/19/2024	STD	Daily Receipts-CNB Registers	\$11.20	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$18.70	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$16.10	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$2.55	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$13.65	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$7.60	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$8.45	C

**Revenue Receipt Register**

December 2024

Account Total: \$380.60

Account Code: 1000-399-0397

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$25.25	C
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$0.40	C
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$2.60	C
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$1.40	C
186-2024	12/05/2024	12/06/2024	STD	Daily Receipts-CNB Registers	\$1.80	C
186-2024	12/05/2024	12/06/2024	STD	Daily Receipts-CNB Registers	\$15.00	C
187-2024	12/09/2024	12/09/2024	STD	Daily Receipts-CNB Registers	\$2.20	C
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$4.10	C
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$42.85	C
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$2.40	C
192-2024	12/16/2024	12/16/2024	STD	Daily Receipts-CNB Registers	\$9.65	C
192-2024	12/16/2024	12/16/2024	STD	Daily Receipts-CNB Registers	\$0.40	C
193-2024	12/19/2024	12/19/2024	STD	Daily Receipts-CNB Registers	\$17.65	C
193-2024	12/19/2024	12/19/2024	STD	Daily Receipts-CNB Registers	\$2.00	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$0.60	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$1.60	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$0.50	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$4.00	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$13.60	C

Account Total: \$148.00

Account Code: 1000-399-0398

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
180-2024	12/02/2024	12/02/2024	STD	Daily Receipts-CNB Registers	\$9.00	C
186-2024	12/05/2024	12/06/2024	STD	Daily Receipts-CNB Registers	\$10.50	C
186-2024	12/05/2024	12/06/2024	STD	Daily Receipts-CNB Registers	\$5.50	C
187-2024	12/09/2024	12/09/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
187-2024	12/09/2024	12/09/2024	STD	Daily Receipts-CNB Registers	\$2.50	C
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$6.50	C
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$4.00	C
192-2024	12/16/2024	12/16/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
192-2024	12/16/2024	12/16/2024	STD	Daily Receipts-CNB Registers	\$1.50	C
193-2024	12/19/2024	12/19/2024	STD	Daily Receipts-CNB Registers	\$2.50	C
193-2024	12/19/2024	12/19/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$2.00	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$5.50	C

Account Total: \$54.50

Account Code: 1000-611-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
187-2024	12/09/2024	12/09/2024	STD	Daily Receipts-CNB Registers	\$1,000.00	C

Account Total: \$1,000.00

Account Code: 1000-651-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
186-2024	12/05/2024	12/06/2024	STD	Daily Receipts-CNB Registers	\$1.00	C

**Revenue Receipt Register**

December 2024

Account Code: 1000-651-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
188-2024	12/12/2024	12/12/2024	STD	Daily Receipts-CNB Registers	\$4.00	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$3.90	C
194-2024	12/23/2024	12/23/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
199-2024	12/30/2024	12/30/2024	STD	Daily Receipts-CNB Registers	\$300.00	C
Account Total:					<u>\$309.90</u>	

Account Code: 1000-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
200-2024	12/27/2024	12/30/2024	INT	CD072716	\$74.32	C
201-2024	12/24/2024	12/30/2024	INT	CD042517	\$9.00	C
202-2024	12/27/2024	12/30/2024	INT	CD082817	\$75.15	C
203-2024	12/31/2024	01/04/2025	INT	Hunt. MM	\$120.76	C
204-2024	12/31/2024	01/04/2025	INT	Money Mark	\$417.05	C
Account Total:					<u>\$696.28</u>	

Account Code: 4001-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
203-2024	12/31/2024	01/04/2025	INT	Hunt. MM	\$180.21	C
204-2024	12/31/2024	01/04/2025	INT	Money Mark	\$622.38	C
Account Total:					<u>\$802.59</u>	
Report Total:					<u>\$82,924.59</u>	

Type: STD - Standard Receipt, INT - Interest Receipt, MEMO - Memo Receipt, GAIN - Capital Gain, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

**Revenue Status**

By Fund

As Of 12/31/2024

Fund: 1000 General

<b>Account Code</b>	<b>Account Name</b>	<b>Final Budget</b>	<b>Revenue</b>	<b>Budget Balance</b>	<b>YTD % Received</b>
1000-190-0000	Other - Local Taxes	\$25.00	\$8.47	\$16.53	33.880%
1000-212-0000	Restricted Federal Grants-In-Aid	\$0.00	\$0.00	\$0.00	0.000%
1000-222-0000	Restricted State Grants-In-Aid	\$0.00	\$0.00	\$0.00	0.000%
1000-240-0011	Public Library Fund - State{STARK CO.}	\$633,240.00	\$622,419.85	\$10,820.15	98.291%
1000-240-0012	Public Library Fund - State{CARROLL CO.}	\$168,434.00	\$165,556.67	\$2,877.33	98.292%
1000-240-0013	Public Library Fund - State{COLUMBIANA CO.}	\$19,919.00	\$19,578.88	\$340.12	98.292%
1000-310-0311	Patron Fines and Lost Item Income{FINES & FEES}	\$350.00	\$618.31	-\$268.31	176.660%
1000-310-0312	Patron Fines and Lost Item Income{LOST ITEM}	\$200.00	\$53.50	\$146.50	26.750%
1000-310-0314	Patron Fines and Lost Item Income{NOTARY FEE}	\$0.00	\$47.05	-\$47.05	0.000%
1000-340-0000	Patron Coin-Operated Machine Income	\$1,750.00	\$3,010.67	-\$1,260.67	172.038%
1000-360-0000	Patron Class and Seminar Fees	\$0.00	\$0.00	\$0.00	0.000%
1000-399-0000	Other - Patron Fines and Fees	\$0.00	\$0.00	\$0.00	0.000%
1000-399-0397	Other - Patron Fines and Fees{PRINTER PAPER}	\$1,500.00	\$1,629.06	-\$129.06	108.604%
1000-399-0398	Other - Patron Fines and Fees{FAX FEE}	\$500.00	\$591.60	-\$91.60	118.320%
1000-611-0000	Restricted Contributions - Individuals	\$0.00	\$2,020.00	-\$2,020.00	0.000%
1000-612-0000	Restricted Contributions - Businesses	\$0.00	\$0.00	\$0.00	0.000%
1000-612-2018	Restricted Contributions - Businesses{YOUTH SUMMER READING }	\$1,500.00	\$1,725.00	-\$225.00	115.000%
1000-613-0000	Restricted Contributions - Foundations	\$0.00	\$0.00	\$0.00	0.000%
1000-651-0000	Unrestricted Contributions - Individuals	\$4,000.00	\$3,248.32	\$751.68	81.208%
1000-652-0000	Unrestricted Contributions - Businesses	\$0.00	\$0.00	\$0.00	0.000%
1000-690-0000	Other - Contributions, Gifts and Donations	\$0.00	\$0.00	\$0.00	0.000%
1000-701-0000	Interest or Dividends on Investments	\$6,000.00	\$9,364.06	-\$3,364.06	156.068%
1000-820-0000	Sale of Supplies for Resale	\$100.00	\$129.53	-\$29.53	129.530%
1000-831-2017	Rental of Meeting Rooms{RESTRI DOLLY PARTON LIBRARY}	\$50.00	\$0.00	\$50.00	0.000%
1000-871-0000	Refunds for Overpayment	\$1,500.00	\$30.26	\$1,469.74	2.017%
1000-872-0000	Insurance Reimbursements	\$500.00	\$7.68	\$492.32	1.536%
1000-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%

**Revenue Status**

By Fund

As Of 12/31/2024

Fund 1000 Sub-Total:	\$839,568.00	\$830,038.91	\$9,529.09	98.865%
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Fund: 4001 Capital Projects

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
4001-651-0000	Unrestricted Contributions - Individuals	\$0.00	\$0.00	\$0.00	0.000%
4001-651-2024	Unrestricted Contributions - Individuals{Eglie Estate Donat}	\$0.00	\$0.00	\$0.00	0.000%
4001-701-0000	Interest or Dividends on Investments	\$0.00	\$12,465.14	-\$12,465.14	0.000%
4001-872-0000	Insurance Reimbursements	\$0.00	\$0.00	\$0.00	0.000%
4001-931-0000	Transfers - In	\$50,000.00	\$100,000.00	-\$50,000.00	200.000%
Fund 4001 Sub-Total:		\$50,000.00	\$112,465.14	-\$62,465.14	224.930%
Report Total:		\$889,568.00	\$942,504.05	-\$52,936.05	105.951%

**Appropriation Payment Register**

December 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
Account Code: 1000-110-110-0001 Salaries{ADMINISTRATIVE SALARIES}						
1179-2024	EP	12/12/2024	12/09/2024	Jason Bumbico	\$1,995.22	C
1183-2024	EP	12/12/2024	12/09/2024	Heather Husted	908.90	C
1249-2024	EP	12/26/2024	12/23/2024	Jason Bumbico	1,995.22	C
1253-2024	EP	12/26/2024	12/23/2024	Heather Husted	656.28	C
1263-2024	EW	12/26/2024	12/23/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	50.00	O
1264-2024	CH	12/26/2024	12/23/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	616.20	O
1266-2024	EW	12/27/2024	12/26/2024	EFTPS	154.61	C
1267-2024	EW	12/27/2024	12/26/2024	Ohio Department of Taxation	125.03	C
1268-2024	EW	12/27/2024	12/26/2024	RITA	99.70	C
1269-2024	EW	12/27/2024	12/26/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	700.14	C
Account Total:					<u>\$7,301.30</u>	
Account Code: 1000-110-110-0003 Salaries{NON-PROFESSIONALS}						
1175-2024	EP	12/12/2024	12/09/2024	Jennifer Baker	\$421.64	C
1176-2024	EP	12/12/2024	12/09/2024	Sue E Barrick	505.64	C
1177-2024	EP	12/12/2024	12/09/2024	Jennifer Bates	1,513.27	C
1181-2024	EP	12/12/2024	12/09/2024	Rhonda Grogg	368.37	C
1184-2024	EP	12/12/2024	12/09/2024	Donna Kohler	647.12	V
1185-2024	EP	12/12/2024	12/09/2024	Lisa Lutes	690.60	C
1186-2024	EP	12/12/2024	12/09/2024	Jersey Moss	489.65	C
1187-2024	EP	12/12/2024	12/09/2024	Kendra Selby	640.59	C
1190-2024	EP	12/12/2024	12/09/2024	Laken Underwood	892.92	C
1191-2024	EP	12/12/2024	12/09/2024	Nicole Weber	1,405.05	C
1184-2024	EP	12/12/2024	12/09/2024	Donna Kohler	-647.12	V
1193-2024	EP	12/12/2024	12/09/2024	Donna Kohler	653.01	C
1207-2024	EW	12/13/2024	12/09/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C
1245-2024	EP	12/26/2024	12/23/2024	Jennifer Baker	421.64	C
1246-2024	EP	12/26/2024	12/23/2024	Sue E Barrick	441.71	C
1247-2024	EP	12/26/2024	12/23/2024	Jennifer Bates	1,267.10	C
1251-2024	EP	12/26/2024	12/23/2024	Rhonda Grogg	370.07	C
1254-2024	EP	12/26/2024	12/23/2024	Donna Kohler	499.54	C
1255-2024	EP	12/26/2024	12/23/2024	Lisa Lutes	670.77	C
1256-2024	EP	12/26/2024	12/23/2024	Jersey Moss	526.95	C
1257-2024	EP	12/26/2024	12/23/2024	Kendra Selby	812.78	C
1259-2024	EP	12/26/2024	12/23/2024	Laken Underwood	892.92	C
1260-2024	EP	12/26/2024	12/23/2024	Nicole Weber	1,158.87	C
1263-2024	EW	12/26/2024	12/23/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	100.00	O
1264-2024	CH	12/26/2024	12/23/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	1,026.52	O
1262-2024	EW	12/27/2024	12/23/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C

**Appropriation Payment Register**

December 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
1265-2024	EW	12/27/2024	12/26/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	130.94	O
1266-2024	EW	12/27/2024	12/26/2024	EFTPS	1,100.20	C
1267-2024	EW	12/27/2024	12/26/2024	Ohio Department of Taxation	296.44	C
1268-2024	EW	12/27/2024	12/26/2024	RITA	274.72	C
1269-2024	EW	12/27/2024	12/26/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	1,894.67	C
Account Total:					<u>\$19,546.58</u>	
Account Code: 1000-110-110-0004 Salaries{SUBSTITUTES}						
1178-2024	EP	12/12/2024	12/09/2024	Eli Benzel	\$173.32	C
1180-2024	EP	12/12/2024	12/09/2024	Rachael Carmine	360.19	C
1182-2024	EP	12/12/2024	12/09/2024	Trista Howe	41.55	C
1188-2024	EP	12/12/2024	12/09/2024	Payton S Selby	48.71	C
1189-2024	EP	12/12/2024	12/09/2024	Anne Tokos	96.17	C
1208-2024	EP	12/13/2024	12/12/2024	Trista Howe	36.37	C
1248-2024	EP	12/26/2024	12/23/2024	Eli Benzel	297.34	C
1250-2024	EP	12/26/2024	12/23/2024	Rachael Carmine	274.92	C
1252-2024	EP	12/26/2024	12/23/2024	Trista Howe	62.20	C
1258-2024	EP	12/26/2024	12/23/2024	Anne Tokos	133.34	C
1266-2024	EW	12/27/2024	12/26/2024	EFTPS	25.55	C
1267-2024	EW	12/27/2024	12/26/2024	Ohio Department of Taxation	9.46	C
1268-2024	EW	12/27/2024	12/26/2024	RITA	26.43	C
1269-2024	EW	12/27/2024	12/26/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	176.18	C
Account Total:					<u>\$1,761.73</u>	
Account Code: 1000-110-110-0005 Salaries{SERVICE WORKERS}						
1181-2024	EP	12/12/2024	12/09/2024	Rhonda Grogg	\$151.98	C
1182-2024	EP	12/12/2024	12/09/2024	Trista Howe	160.69	C
1251-2024	EP	12/26/2024	12/23/2024	Rhonda Grogg	278.90	C
1252-2024	EP	12/26/2024	12/23/2024	Trista Howe	285.08	C
1266-2024	EW	12/27/2024	12/26/2024	EFTPS	14.75	C
1267-2024	EW	12/27/2024	12/26/2024	Ohio Department of Taxation	8.88	C
1268-2024	EW	12/27/2024	12/26/2024	RITA	15.25	C
1269-2024	EW	12/27/2024	12/26/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	101.72	C
Account Total:					<u>\$1,017.25</u>	
Account Code: 1000-110-211-0000 Ohio Public Employees Retirement System						
1269-2024	EW	12/27/2024	12/26/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$4,021.79	C
Account Total:					<u>\$4,021.79</u>	
Account Code: 1000-110-213-0000 Medicare						
1266-2024	EW	12/27/2024	12/26/2024	EFTPS	\$402.26	C
Account Total:					<u>\$402.26</u>	

**Appropriation Payment Register**

December 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
Account Code: 1000-110-221-0000 Medical / Hospitalization Insurance						
1264-2024	CH	12/26/2024	12/23/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	\$3,207.52	O
					Account Total:	\$3,207.52
Account Code: 1000-110-222-0000 Life Insurance						
1264-2024	CH	12/26/2024	12/23/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	\$37.50	O
					Account Total:	\$37.50
Account Code: 1000-110-225-0000 Workers' Compensation						
1159-2024	CH	12/06/2024	12/05/2024	OHIO BUREAU OF WORKERS' COMPENSATION	\$500.00	C
1159-2024	CH	12/06/2024	12/06/2024	OHIO BUREAU OF WORKERS' COMPENSATION	-4.00	C
					Account Total:	\$496.00
Account Code: 1000-110-450-0015 Supplies{PROGRAMING SUPPLIES}						
1153-2024	CH	12/02/2024	12/02/2024	Nicole Weber	\$35.00	C
1167-2024	CH	12/06/2024	12/05/2024	AMAZON	7.99	C
1168-2024	CH	12/06/2024	12/05/2024	AMAZON	41.97	C
1195-2024	CH	12/09/2024	12/09/2024	KISHMAN'S IGA	74.91	C
1200-2024	CH	12/09/2024	12/09/2024	AMAZON	20.12	C
1201-2024	CH	12/09/2024	12/09/2024	AMAZON	326.78	C
1230-2024	CH	12/16/2024	12/16/2024	Consumers Credit Card	162.49	C
1275-2024	CH	12/27/2024	12/27/2024	KISHMAN'S IGA	47.50	O
					Account Total:	\$716.76
Account Code: 1000-120-411-1000 Books and Pamphlets{ADULT DEPT. BOOKS}						
1165-2024	CH	12/06/2024	12/05/2024	AMAZON	\$16.99	C
1166-2024	CH	12/06/2024	12/05/2024	AMAZON	73.47	C
1172-2024	CH	12/06/2024	12/05/2024	AMAZON	635.60	C
1203-2024	CH	12/09/2024	12/09/2024	AMAZON	56.03	C
1204-2024	CH	12/09/2024	12/09/2024	AMAZON	32.20	C
1206-2024	CH	12/09/2024	12/09/2024	AMAZON	22.44	C
1221-2024	CH	12/12/2024	12/12/2024	AMAZON	17.10	C
1223-2024	CH	12/12/2024	12/12/2024	CENTER POINT LARGE PRINT	29.21	C
1226-2024	CH	12/12/2024	12/12/2024	AMAZON	30.00	C
1227-2024	CH	12/12/2024	12/12/2024	AMAZON	49.97	C
1228-2024	CH	12/12/2024	12/12/2024	AMAZON	577.89	C
1235-2024	CH	12/16/2024	12/16/2024	AMAZON	371.17	C
1240-2024	CH	12/19/2024	12/19/2024	AMAZON	10.66	C
1272-2024	CH	12/26/2024	12/26/2024	AMAZON	850.66	O
1279-2024	CH	12/27/2024	12/27/2024	BAKER & TAYLOR BOOKS	22.95	O
1280-2024	CH	12/27/2024	12/27/2024	BAKER & TAYLOR BOOKS	27.52	O
1286-2024	CH	12/30/2024	12/30/2024	AMAZON	52.88	O



**Appropriation Payment Register**

December 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
Account Total:					\$2,876.74	
Account Code: 1000-120-411-2000 Books and Pamphlets{YOUTH DEPT. BOOKS}						
1170-2024	CH	12/06/2024	12/05/2024	AMAZON	\$15.19	C
1171-2024	CH	12/06/2024	12/05/2024	AMAZON	80.91	C
1212-2024	CH	12/12/2024	12/12/2024	KENDRA SELBY	39.99	C
1216-2024	CH	12/12/2024	12/12/2024	AMAZON	117.89	C
1217-2024	CH	12/12/2024	12/12/2024	AMAZON	58.60	C
1218-2024	CH	12/12/2024	12/12/2024	AMAZON	17.09	C
1242-2024	CH	12/19/2024	12/19/2024	AMAZON	241.39	C
1278-2024	CH	12/27/2024	12/27/2024	BAKER & TAYLOR BOOKS	12.99	O
1283-2024	CH	12/30/2024	12/30/2024	BAKER & TAYLOR BOOKS	12.99	O
1285-2024	CH	12/30/2024	12/30/2024	AMAZON	84.38	O
Account Total:					\$681.42	
Account Code: 1000-120-413-1006 Audiovisual Materials{Audiovisual Materials ADULT}						
1164-2024	CH	12/06/2024	12/05/2024	AMAZON	\$14.96	C
1219-2024	CH	12/12/2024	12/12/2024	AMAZON	19.96	C
1220-2024	CH	12/12/2024	12/12/2024	AMAZON	21.33	C
1225-2024	CH	12/12/2024	12/12/2024	AMAZON	24.99	C
1234-2024	CH	12/16/2024	12/16/2024	AMAZON	47.32	C
1244-2024	CH	12/19/2024	12/19/2024	AMAZON	19.96	C
1271-2024	CH	12/26/2024	12/26/2024	AMAZON	967.03	O
1276-2024	CH	12/27/2024	12/27/2024	BLACKSTONE AUDIOBOOKS	247.68	O
1284-2024	CH	12/30/2024	12/30/2024	AMAZON	42.96	O
Account Total:					\$1,406.19	
Account Code: 1000-120-413-1007 Audiovisual Materials{DOWNLOADABLE CONTENT}						
1161-2024	CH	12/06/2024	12/05/2024	MIDWEST TAPE	\$1,911.08	C
Account Total:					\$1,911.08	
Account Code: 1000-120-413-2006 Audiovisual Materials{Audiovisual Materials YOUTH}						
1241-2024	CH	12/19/2024	12/19/2024	AMAZON	\$427.96	C
1243-2024	CH	12/19/2024	12/19/2024	AMAZON	19.96	C
Account Total:					\$447.92	
Account Code: 1000-210-321-0000 Telephone						
1215-2024	CH	12/12/2024	12/12/2024	FIRST COMMUNICATIONS	\$678.04	C
Account Total:					\$678.04	
Account Code: 1000-210-332-0000 Maintenance and Repair on Equipment						
1173-2024	CH	12/06/2024	12/06/2024	STANDARD PLUMBING AND HEATING CO	\$1,707.50	C
1174-2024	CH	12/06/2024	12/06/2024	STANDARD PLUMBING AND HEATING CO	1,784.75	C
1197-2024	CH	12/09/2024	12/09/2024	INDEPENDENT ELEVATOR CO., INC.	231.00	C

**Appropriation Payment Register**

December 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
1233-2024	CH	12/16/2024	12/16/2024	PC CoPilot	725.00	C
					Account Total:	\$4,448.25
Account Code: 1000-210-334-0000 Trash Removal						
1270-2024	CH	12/26/2024	12/26/2024	Solid Waste And Recycling	\$175.00	O
					Account Total:	\$175.00
Account Code: 1000-210-339-0000 Other - Property Maint. Repair & Security Svc						
1064-2024	CH	12/01/2024	12/16/2024	Ohio Department of Commerce	-\$330.25	V
1196-2024	CH	12/09/2024	12/09/2024	UNIFIRST	91.16	C
1213-2024	CH	12/12/2024	12/12/2024	LOVELESS EXTERMINATING	120.00	O
1214-2024	CH	12/12/2024	12/12/2024	RAY ELECTRIC	266.18	O
1222-2024	CH	12/12/2024	12/12/2024	CLEAN - N - GREEN	85.00	C
1230-2024	CH	12/16/2024	12/16/2024	Consumers Credit Card	330.25	C
1231-2024	CH	12/16/2024	12/16/2024	dray home repair	130.00	C
1273-2024	CH	12/26/2024	12/26/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	797.50	O
1281-2024	CH	12/27/2024	12/27/2024	NATURESCAPES	625.00	O
					Account Total:	\$2,114.84
Account Code: 1000-210-361-0000 Electricity						
1105-2024	CH	12/16/2024	11/21/2024	AMERICAN ELECTRIC POWER	\$1,542.36	C
					Account Total:	\$1,542.36
Account Code: 1000-210-362-0000 Water and Sewage						
1162-2024	CH	12/06/2024	12/05/2024	WATER AND SEWER DEPT.	\$134.28	C
					Account Total:	\$134.28
Account Code: 1000-210-363-0000 Natural Gas						
1158-2024	CH	12/13/2024	12/05/2024	COLUMBIA GAS OF OHIO	\$665.64	C
					Account Total:	\$665.64
Account Code: 1000-210-452-0000 Property Maintenance/Repair Supplies & Parts						
1198-2024	CH	12/09/2024	12/09/2024	SAND ROCK MINERAL WATER CO.	\$10.75	C
					Account Total:	\$10.75
Account Code: 1000-230-322-0000 Postage						
1230-2024	CH	12/16/2024	12/16/2024	Consumers Credit Card	\$4.40	C
1277-2024	CH	12/27/2024	12/27/2024	Consumers Credit Card	6.53	C
					Account Total:	\$10.93
Account Code: 1000-230-329-0000 Other - Communications,Printing and Publicity						
1230-2024	CH	12/16/2024	12/16/2024	Consumers Credit Card	\$12.00	C
1277-2024	CH	12/27/2024	12/27/2024	Consumers Credit Card	12.00	C
					Account Total:	\$24.00
Account Code: 1000-230-343-0000 Fidelity Bond Premiums						

**Appropriation Payment Register**

December 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
1239-2024	CH	12/19/2024	12/19/2024	WHITAKER-MYERS INSURANCE	\$84.00	C
Account Total:					<u>\$84.00</u>	
Account Code: 1000-230-351-0000 Rents and Leases						
1232-2024	CH	12/16/2024	12/16/2024	copeco	\$217.26	C
1282-2024	CH	12/30/2024	12/30/2024	copeco	411.50	C
Account Total:					<u>\$628.76</u>	
Account Code: 1000-230-371-0000 Auditing Services						
1160-2024	CH	12/06/2024	12/05/2024	TREASURER, STATE OF OHIO	\$159.90	C
Account Total:					<u>\$159.90</u>	
Account Code: 1000-230-372-0000 Uniform Accounting Network Fees						
1160-2024	CH	12/06/2024	12/05/2024	TREASURER, STATE OF OHIO	\$762.00	C
Account Total:					<u>\$762.00</u>	
Account Code: 1000-230-390-0000 Other - Purchased and Contracted Services						
1211-2024	CH	12/12/2024	12/12/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$49.25	C
Account Total:					<u>\$49.25</u>	
Account Code: 1000-230-451-0007 General Administrative Supplies{OFFICE SUPPLIES}						
1163-2024	CH	12/06/2024	12/05/2024	AMAZON	\$88.33	C
1169-2024	CH	12/06/2024	12/05/2024	AMAZON	68.48	C
1199-2024	CH	12/09/2024	12/09/2024	AMAZON	99.91	C
1205-2024	CH	12/09/2024	12/09/2024	AMAZON	19.95	C
1224-2024	CH	12/12/2024	12/12/2024	AMAZON	100.61	C
1229-2024	CH	12/12/2024	12/12/2024	AMAZON	44.03	C
1287-2024	CH	12/16/2024	12/30/2024	HUNTINGTON	5.00	C
1288-2024	CH	12/30/2024	12/30/2024	CONSUMERS NATIONAL BANK	8.28	C
1289-2024	CH	12/31/2024	01/04/2025	CONSUMERS NATIONAL BANK	25.00	C
1290-2024	CH	12/31/2024	01/04/2025	CONSUMERS NATIONAL BANK	30.00	C
Account Total:					<u>\$489.59</u>	
Account Code: 1000-230-510-0000 Dues and Memberships						
1210-2024	CH	12/12/2024	12/12/2024	OHIO LIBRARY COUNCIL	\$55.00	C
1277-2024	CH	12/27/2024	12/27/2024	Consumers Credit Card	120.00	C
Account Total:					<u>\$175.00</u>	
Account Code: 1000-230-590-0511 Other - Other{Information Technology}						
1230-2024	CH	12/16/2024	12/16/2024	Consumers Credit Card	\$25.30	C
1277-2024	CH	12/27/2024	12/27/2024	Consumers Credit Card	27.30	C
Account Total:					<u>\$52.60</u>	
Account Code: 4001-760-720-0000 Land Improvement						
1238-2024	CH	12/19/2024	12/19/2024	Mike's Tree and Landscape LLC	\$1,500.00	C
1274-2024	CH	12/26/2024	12/26/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	2,491.06	O

**Appropriation Payment Register**

December 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
					Account Total:	\$3,991.06
Account Code: 4001-760-750-0000 Furniture and Equipment						
1202-2024	CH	12/09/2024	12/09/2024	AMAZON	\$19.99	C
1230-2024	CH	12/16/2024	12/16/2024	Consumers Credit Card	443.98	C
1236-2024	CH	12/16/2024	12/16/2024	AMAZON	138.59	C
1237-2024	CH	12/19/2024	12/19/2024	DEMCO, INC.	412.02	C
					Account Total:	\$1,014.58
					Report Total:	\$63,042.87

Type: AM – Accounting Manual Warrant, AW – Accounting Warrant, IM – Investment Manual Warrant, IW – Investment Warrant, PM – Payroll Manual Warrant, PR – Payroll Warrant, RW – Reduction of Receipt Warrant, SW – Skipped Warrant, WH – Withholding Warrant, WS – Special Warrant, POS ADJ – Positive Adjustment, NEG ADJ – Negative Adjustment, POS REAL – Positive Reallocation, NEG REAL – Negative, CH - Account Charge, MR - Memo Receipt

Status: C – Cleared, O – Outstanding, V – Voided, B - Batch

**Appropriation Status**

By Fund

As Of 12/31/2024

Fund: General  
 Pooled Balance: \$395,247.24  
 Non-Pooled Balance: \$68,384.26  
 Total Cash Balance: \$463,631.50

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-110-100-0001	D Salaries{ADMINISTRATIVE SALARIES}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-110-0000	D Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-110-0001	D Salaries{ADMINISTRATIVE SALARIES}	\$0.00	\$0.00	\$106,200.00	\$0.00	\$104,378.58	\$1,821.42	98.285%
1000-110-110-0002	D Salaries{MANAGERS}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-110-0003	D Salaries{NON-PROFESSIONALS}	\$0.00	\$0.00	\$240,200.00	\$0.00	\$230,866.94	\$9,333.06	96.114%
1000-110-110-0004	D Salaries{SUBSTITUTES}	\$0.00	\$0.00	\$41,000.00	\$0.00	\$34,630.69	\$6,369.31	84.465%
1000-110-110-0005	D Salaries{SERVICE WORKERS}	\$0.00	\$0.00	\$8,000.00	\$0.00	\$5,717.06	\$2,282.94	71.463%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$55,000.00	\$0.00	\$47,755.96	\$7,244.04	86.829%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$6,000.00	\$0.00	\$5,256.14	\$743.86	87.602%
1000-110-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$20,000.00	\$1,472.26	\$18,527.74	\$0.00	92.639%
1000-110-222-0000	Life Insurance	\$0.00	\$0.00	\$1,000.00	\$6.25	\$443.75	\$550.00	44.375%
1000-110-223-0000	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-224-0000	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$1,370.00	\$254.00	\$800.00	\$316.00	58.394%
1000-110-291-0000	D Unemployment Benefits	\$0.00	\$0.00	\$6,000.00	\$0.00	\$2,009.99	\$3,990.01	33.500%
1000-110-300-2017	Purchased and Contracted Services{RESTRI DOLLY PARTON LIBRA}	\$0.00	\$0.00	\$1,000.00	\$88.49	\$911.51	\$0.00	91.151%
1000-110-300-2019	Purchased and Contracted Services{Mental Health FA grant pr}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-380-0000	Library Material Control Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$243.50	\$0.00	\$243.50	\$0.00	100.000%
1000-110-390-0391	Other - Purchased and Contracted Services{Grunder Fund}	\$0.00	\$0.00	\$2,165.00	\$0.00	\$0.00	\$2,165.00	0.000%
1000-110-390-0392	Other - Purchased and Contracted Services{Powell Fund}	\$0.00	\$0.00	\$2,301.00	\$0.00	\$290.00	\$2,011.00	12.603%
1000-110-450-0015	Supplies{PROGRAMING SUPPLIES}	\$0.00	\$0.00	\$9,000.00	\$112.32	\$8,222.36	\$665.32	91.360%
1000-110-450-2023	Supplies{Youth Anonymous Donation 1/22}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-451-0007	General Administrative Supplies{OFFICE SUPPLIES}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-110-0003	D Salaries{NON-PROFESSIONALS}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-222-0000	Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-223-0000	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-224-0000	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-411-0000	Books and Pamphlets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-411-0109	Books and Pamphlets{Donation Adult Books-Moser}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-411-1000	Books and Pamphlets{ADULT DEPT. BOOKS}	\$0.00	\$0.00	\$24,000.00	\$622.15	\$20,477.85	\$2,900.00	85.324%
1000-120-411-2000	Books and Pamphlets{YOUTH DEPT. BOOKS}	\$0.00	\$0.00	\$22,000.00	\$1,507.11	\$20,492.89	\$0.00	93.150%
1000-120-411-2022	Books and Pamphlets{Eglie Adult Books Fund}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-412-0000	Periodicals	\$0.00	\$0.00	\$7,000.00	\$101.40	\$5,447.80	\$1,450.80	77.826%

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 12/31/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-120-413-1006	Audiovisual Materials{Audiovisual Materials ADULT}	\$0.00	\$0.00	\$5,000.00	\$1,935.54	\$3,064.46	\$0.00	61.289%
1000-120-413-1007	Audiovisual Materials{DOWNLOADABLE CONTENT}	\$0.00	\$0.00	\$30,000.00	\$2,394.22	\$27,605.78	\$0.00	92.019%
1000-120-413-2004	Audiovisual Materials{YOUTH CDs}	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
1000-120-413-2006	Audiovisual Materials{Audiovisual Materials YOUTH}	\$0.00	\$0.00	\$3,000.00	\$1,714.19	\$873.80	\$412.01	29.127%
1000-120-414-0000	Computer Services and Information	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-415-0000	Interlibrary Loan Fees / Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-416-0000	Library Material Repair and Restoration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-419-0000	Other - Library Materials and Information	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
1000-120-459-0008	Other - Supplies{CATALOGING & PROCESSING SUPPL.}	\$0.00	\$0.00	\$3,750.00	\$452.99	\$3,297.01	\$0.00	87.920%
1000-210-110-0005	D Salaries{SERVICE WORKERS}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-321-0000	Telephone	\$0.00	\$0.00	\$9,000.00	\$720.02	\$8,279.98	\$0.00	92.000%
1000-210-332-0000	Maintenance and Repair on Equipment	\$0.00	\$0.00	\$46,250.00	\$9,598.30	\$36,651.70	\$0.00	79.247%
1000-210-334-0000	Trash Removal	\$0.00	\$0.00	\$1,650.00	\$0.00	\$1,555.00	\$95.00	94.242%
1000-210-339-0000	Other - Property Maint. Repair & Security Svc	\$0.00	\$0.00	\$35,950.00	\$13,765.86	\$15,934.14	\$6,250.00	44.323%
1000-210-361-0000	Electricity	\$0.00	\$0.00	\$25,000.00	\$3,819.09	\$21,180.91	\$0.00	84.724%
1000-210-362-0000	Water and Sewage	\$0.00	\$0.00	\$700.00	\$130.88	\$569.12	\$0.00	81.303%
1000-210-363-0000	Natural Gas	\$0.00	\$0.00	\$13,000.00	\$6,468.74	\$6,531.26	\$0.00	50.240%
1000-210-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-452-0000	Property Maintenance/Repair Supplies & Parts	\$0.00	\$0.00	\$7,956.50	\$1,683.38	\$6,273.12	\$0.00	78.843%
1000-230-110-0001	D Salaries{ADMINISTRATIVE SALARIES}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-222-0000	Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-223-0000	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-224-0000	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-229-0000	Other - Insurance Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-299-0000	Other - Other Employee Fringe Benefits	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-230-311-0000	Dues and Fees	\$0.00	\$0.00	\$120.00	\$0.00	\$120.00	\$0.00	100.000%
1000-230-312-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$2,200.00	\$192.78	\$1,701.52	\$305.70	77.342%
1000-230-322-0000	Postage	\$0.00	\$0.00	\$300.00	\$158.74	\$141.26	\$0.00	47.087%
1000-230-324-0000	Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-325-0009	Advertising{LEGAL ADS & PUBLICATIONS}	\$0.00	\$0.00	\$50.00	\$25.50	\$24.50	\$0.00	49.000%
1000-230-325-0010	Advertising{EMPLOYEE VACANCY ADS}	\$0.00	\$0.00	\$324.00	\$0.00	\$324.00	\$0.00	100.000%
1000-230-329-0000	Other - Communications,Printing and Publicity	\$0.00	\$0.00	\$1,000.00	\$170.60	\$829.40	\$0.00	82.940%
1000-230-341-0000	Property Insurance Premiums	\$0.00	\$0.00	\$10,676.00	\$0.00	\$10,375.00	\$301.00	97.181%
1000-230-343-0000	Fidelity Bond Premiums	\$0.00	\$0.00	\$275.00	\$0.00	\$84.00	\$191.00	30.545%
1000-230-351-0000	Rents and Leases	\$0.00	\$0.00	\$7,100.00	\$60.00	\$6,880.78	\$159.22	96.912%
1000-230-371-0000	Auditing Services	\$0.00	\$0.00	\$2,747.00	\$217.30	\$2,529.70	\$0.00	92.090%
1000-230-372-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$3,100.00	\$52.00	\$3,048.00	\$0.00	98.323%

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 12/31/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-230-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$15,153.00	\$1,953.70	\$13,199.30	\$0.00	87.107%
1000-230-390-0014	Other - Purchased and Contracted Services{COMPUTER SVCS & I}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-451-0007	General Administrative Supplies{OFFICE SUPPLIES}	\$0.00	\$0.00	\$5,750.00	\$331.05	\$4,768.95	\$650.00	82.938%
1000-230-454-0000	Supplies Purchased for Resale	\$0.00	\$0.00	\$700.00	\$651.71	\$48.29	\$0.00	6.899%
1000-230-510-0000	Dues and Memberships	\$0.00	\$0.00	\$24,526.00	\$221.61	\$24,124.39	\$180.00	98.363%
1000-230-520-0000	D Taxes and Assessments	\$0.00	\$0.00	\$125.00	\$0.00	\$9.05	\$115.95	7.240%
1000-230-550-0000	Refunds and Reimbursements	\$0.00	\$0.00	\$124.00	\$0.00	\$13.39	\$110.61	10.798%
1000-230-590-0000	Other - Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-590-0511	Other - Other{Information Technology}	\$0.00	\$0.00	\$4,000.00	\$1,326.07	\$2,673.93	\$0.00	66.848%
1000-760-750-0000	Furniture and Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00	100.000%
1000-930-930-0000	Contingencies	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.000%
1000-990-990-2020	Other - Other Financing Uses{Covid 19 Grant Expense}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
General Fund Total:		\$0.00	\$0.00	\$916,706.00	\$52,208.25	\$809,184.50	\$55,313.25	88.271%

Fund: Capital Projects

Pooled Balance: \$589,901.82

Non-Pooled Balance: \$0.00

Total Cash Balance: \$589,901.82

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
4001-760-331-0000	Maintenance and Repair on Facilities	\$0.00	\$0.00	\$120,000.00	\$0.00	\$75,735.40	\$44,264.60	63.113%
4001-760-720-0000	Land Improvement	\$0.00	\$0.00	\$5,000.00	\$788.94	\$4,211.06	\$0.00	84.221%
4001-760-720-2021	Land Improvement{McConnell Fund}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
4001-760-740-2024	Building Improvements{Eglie Estate Donation}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
4001-760-750-0000	Furniture and Equipment	\$0.00	\$0.00	\$30,000.00	\$479.39	\$22,547.43	\$6,973.18	75.158%
4001-760-750-2021	Furniture and Equipment{McConnell Fund}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Capital Projects Fund Total:		\$0.00	\$0.00	\$155,000.00	\$1,268.33	\$102,493.89	\$51,237.78	66.125%
Report Total:		\$0.00	\$0.00	\$1,071,706.00	\$53,476.58	\$911,678.39	\$106,551.03	85.068%

**Fund Status**

As Of 12/31/2024

<b>Fund Number</b>	<b>Fund Name</b>	<b>% of Total Pooled</b>	<b>Fund Balance</b>	<b>Investments (Non-Pooled)</b>	<b>Checking &amp; Pooled Investments (Pooled)</b>
1000	General	40.121%	\$463,631.50	\$68,384.26	\$395,247.24
4001	Capital Projects	59.879%	\$589,901.82	\$0.00	\$589,901.82
All Funds Total			<u>\$1,053,533.32</u>	<u>\$68,384.26</u>	<u>\$985,149.06</u>
Pooled Investments					\$841,060.67
Secondary Checking Accounts					\$169.20
Available Primary Checking Balance					\$143,919.19

Last reconciled to bank: 12/31/2024 – Total other adjusting factors: \$0.00



**Bank Reconciliation**

Reconciled Date 12/31/2024

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Prior UAN Balance:		\$1,033,651.60
Receipts:	+	\$82,929.59
Payments:	-	\$63,051.87
Adjustments:	+	\$4.00
Current UAN Balance as of 12/31/2024:		<u>\$1,053,533.32</u>
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 12/31/2024:		<u><u>\$1,053,533.32</u></u>
Entered Bank Balances as of 12/31/2024:		\$1,065,546.28
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$12,012.96
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$0.00
Adjusted Bank Balances as of 12/31/2024:		<u><u>\$1,053,533.32</u></u>

Balances Reconciled

Governing Board Signatures

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There are no outstanding receipts as of 12/31/2024.

There are no outstanding adjustments as of 12/31/2024.

**Bank Balances**

Reconciled Date 12/31/2024

Posted 1/4/2025 9:12:18 AM

<u>Type</u>	<u>Name</u>	<u>Number</u>	<u>Prior Bank Balance</u>	<u>Calculated Bank Balance</u>	<u>Entered Bank Balance</u>	<u>Difference</u>
Primary	PRIMARY		\$141,633.44	\$155,932.15	\$155,932.15	\$0.00
Secondary	CHANGE AMT		\$109.20	\$109.20	\$109.20	\$0.00
Secondary	PETTYCASH2		\$60.00	\$60.00	\$60.00	\$0.00
Investment	CD042517		\$21,906.73	\$21,915.73	\$21,915.73	\$0.00
Investment	CD072716		\$23,030.00	\$23,104.32	\$23,104.32	\$0.00
Investment	CD082817		\$23,289.06	\$23,364.21	\$23,364.21	\$0.00
Investment	HUNT 26 CD		\$79,005.82	\$79,005.82	\$79,005.82	\$0.00
Investment	Hunt. MM		\$167,921.07	\$168,217.04	\$168,217.04	\$0.00
Investment	Money Mark		\$592,798.38	\$593,837.81	\$593,837.81	\$0.00
Investment	STAR OHIO		\$0.00	\$0.00	\$0.00	\$0.00
<b>Total:</b>			<u>\$1,049,753.70</u>	<u>\$1,065,546.28</u>	<u>\$1,065,546.28</u>	<u>\$0.00</u>

**Outstanding Payments**

Reconciled Date 12/31/2024

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<u>Account</u>	<u>Type</u>	<u>Payment #</u>	<u>Post Date</u>	<u>Vendor / Payee</u>	<u>Amount</u>
PRIMARY	Electronic	1213-2024	12/12/2024	LOVELESS EXTERMINATING	\$120.00
PRIMARY	Electronic	1214-2024	12/12/2024	RAY ELECTRIC	\$266.18
PRIMARY	Electronic	1263-2024	12/26/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$150.00
PRIMARY	Electronic	1264-2024	12/26/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$4,887.74
PRIMARY	Electronic	1265-2024	12/27/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	1270-2024	12/26/2024	Solid Waste And Recycling	\$175.00
PRIMARY	Electronic	1271-2024	12/26/2024	AMAZON	\$967.03
PRIMARY	Electronic	1272-2024	12/26/2024	AMAZON	\$850.66
PRIMARY	Electronic	1273-2024	12/26/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	\$797.50
PRIMARY	Electronic	1274-2024	12/26/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	\$2,491.06
PRIMARY	Electronic	1275-2024	12/27/2024	KISHMAN'S IGA	\$47.50
PRIMARY	Electronic	1276-2024	12/27/2024	BLACKSTONE AUDIOBOOKS	\$247.68
PRIMARY	Electronic	1278-2024	12/27/2024	BAKER & TAYLOR BOOKS	\$12.99
PRIMARY	Electronic	1279-2024	12/27/2024	BAKER & TAYLOR BOOKS	\$22.95
PRIMARY	Electronic	1280-2024	12/27/2024	BAKER & TAYLOR BOOKS	\$27.52
PRIMARY	Electronic	1281-2024	12/27/2024	NATURESCAPES	\$625.00
PRIMARY	Electronic	1283-2024	12/30/2024	BAKER & TAYLOR BOOKS	\$12.99
PRIMARY	Electronic	1284-2024	12/30/2024	AMAZON	\$42.96
PRIMARY	Electronic	1285-2024	12/30/2024	AMAZON	\$84.38
PRIMARY	Electronic	1286-2024	12/30/2024	AMAZON	\$52.88
					\$12,012.96

**Cleared Payments**

Reconciled Date 12/31/2024

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<b>Account</b>	<b>Type</b>	<b>Payment #</b>	<b>Post Date</b>	<b>Vendor / Payee</b>	<b>Amount</b>
PRIMARY	Electronic	1105-2024	12/16/2024	AMERICAN ELECTRIC POWER	\$1,542.36
PRIMARY	Electronic	1107-2024	11/21/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	\$876.00
PRIMARY	Electronic	1108-2024	11/21/2024	Printing Concepts	\$805.00
PRIMARY	Electronic	1109-2024	11/21/2024	AMAZON	\$17.95
PRIMARY	Electronic	1110-2024	11/21/2024	AMAZON	\$69.50
PRIMARY	Electronic	1111-2024	11/21/2024	AMAZON	\$160.06
PRIMARY	Electronic	1112-2024	11/21/2024	PC CoPilot	\$725.00
PRIMARY	Electronic	1113-2024	11/21/2024	AMAZON	\$171.12
PRIMARY	Electronic	1114-2024	11/21/2024	AMAZON	\$372.54
PRIMARY	Electronic	1115-2024	11/21/2024	AMAZON	\$33.94
PRIMARY	Electronic	1116-2024	11/21/2024	AMAZON	\$17.95
PRIMARY	Electronic	1117-2024	11/22/2024	TREASURER, STATE OF OHIO	\$5,713.03
PRIMARY	Electronic	1118-2024	11/22/2024	Elm USA	\$97.45
PRIMARY	Electronic	1137-2024	11/25/2024	AMAZON	\$72.82
PRIMARY	Electronic	1138-2024	11/27/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	1139-2024	11/27/2024	Ohio Department of Taxation	\$459.62
PRIMARY	Electronic	1140-2024	11/27/2024	RITA	\$427.13
PRIMARY	Electronic	1142-2024	11/27/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$150.00
PRIMARY	Electronic	1143-2024	11/27/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$4,887.74
PRIMARY	Electronic	1144-2024	11/27/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	1146-2024	11/25/2024	Solid Waste And Recycling	\$120.00
PRIMARY	Electronic	1148-2024	11/25/2024	AMAZON	\$11.98
PRIMARY	Electronic	1149-2024	11/25/2024	AMAZON	\$191.92
PRIMARY	Electronic	1150-2024	11/25/2024	AMAZON	\$153.41
PRIMARY	Electronic	1151-2024	11/25/2024	AMAZON	\$13.88
PRIMARY	Electronic	1152-2024	11/25/2024	AMAZON	\$52.87
PRIMARY	Electronic	1153-2024	12/02/2024	Nicole Weber	\$35.00
PRIMARY	Electronic	1158-2024	12/13/2024	COLUMBIA GAS OF OHIO	\$665.64
PRIMARY	Electronic	1159-2024	12/06/2024	OHIO BUREAU OF WORKERS' COMPENSATION	\$500.00
PRIMARY	Electronic	1160-2024	12/06/2024	TREASURER, STATE OF OHIO	\$921.90
PRIMARY	Electronic	1161-2024	12/06/2024	MIDWEST TAPE	\$1,911.08
PRIMARY	Electronic	1162-2024	12/06/2024	WATER AND SEWER DEPT.	\$134.28

**Cleared Payments**

Reconciled Date 12/31/2024

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<b>Account</b>	<b>Type</b>	<b>Payment #</b>	<b>Post Date</b>	<b>Vendor / Payee</b>	<b>Amount</b>
PRIMARY	Electronic	1163-2024	12/06/2024	AMAZON	\$88.33
PRIMARY	Electronic	1164-2024	12/06/2024	AMAZON	\$14.96
PRIMARY	Electronic	1165-2024	12/06/2024	AMAZON	\$16.99
PRIMARY	Electronic	1166-2024	12/06/2024	AMAZON	\$73.47
PRIMARY	Electronic	1167-2024	12/06/2024	AMAZON	\$7.99
PRIMARY	Electronic	1168-2024	12/06/2024	AMAZON	\$41.97
PRIMARY	Electronic	1169-2024	12/06/2024	AMAZON	\$68.48
PRIMARY	Electronic	1170-2024	12/06/2024	AMAZON	\$15.19
PRIMARY	Electronic	1171-2024	12/06/2024	AMAZON	\$80.91
PRIMARY	Electronic	1172-2024	12/06/2024	AMAZON	\$635.60
PRIMARY	Electronic	1173-2024	12/06/2024	STANDARD PLUMBING AND HEATING CO	\$1,707.50
PRIMARY	Electronic	1174-2024	12/06/2024	STANDARD PLUMBING AND HEATING CO	\$1,784.75
PRIMARY	Electronic	1175-2024	12/12/2024	Jennifer Baker	\$421.64
PRIMARY	Electronic	1176-2024	12/12/2024	Sue E Barrick	\$505.64
PRIMARY	Electronic	1177-2024	12/12/2024	Jennifer Bates	\$1,513.27
PRIMARY	Electronic	1178-2024	12/12/2024	Eli Benzel	\$173.32
PRIMARY	Electronic	1179-2024	12/12/2024	Jason Bumbico	\$1,995.22
PRIMARY	Electronic	1180-2024	12/12/2024	Rachael Carmine	\$360.19
PRIMARY	Electronic	1181-2024	12/12/2024	Rhonda Grogg	\$520.35
PRIMARY	Electronic	1182-2024	12/12/2024	Trista Howe	\$202.24
PRIMARY	Electronic	1183-2024	12/12/2024	Heather Husted	\$908.90
PRIMARY	Electronic	1185-2024	12/12/2024	Lisa Lutes	\$690.60
PRIMARY	Electronic	1186-2024	12/12/2024	Jersey Moss	\$489.65
PRIMARY	Electronic	1187-2024	12/12/2024	Kendra Selby	\$640.59
PRIMARY	Electronic	1188-2024	12/12/2024	Payton S Selby	\$48.71
PRIMARY	Electronic	1189-2024	12/12/2024	Anne Tokos	\$96.17
PRIMARY	Electronic	1190-2024	12/12/2024	Laken Underwood	\$892.92
PRIMARY	Electronic	1191-2024	12/12/2024	Nicole Weber	\$1,405.05
PRIMARY	Electronic	1193-2024	12/12/2024	Donna Kohler	\$653.01
PRIMARY	Electronic	1195-2024	12/09/2024	KISHMAN'S IGA	\$74.91
PRIMARY	Electronic	1196-2024	12/09/2024	UNIFIRST	\$91.16
PRIMARY	Electronic	1197-2024	12/09/2024	INDEPENDENT ELEVATOR CO., INC.	\$231.00
PRIMARY	Electronic	1198-2024	12/09/2024	SAND ROCK MINERAL WATER CO.	\$10.75
PRIMARY	Electronic	1199-2024	12/09/2024	AMAZON	\$99.91

**Cleared Payments**

Reconciled Date 12/31/2024

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<b>Account</b>	<b>Type</b>	<b>Payment #</b>	<b>Post Date</b>	<b>Vendor / Payee</b>	<b>Amount</b>
PRIMARY	Electronic	1200-2024	12/09/2024	AMAZON	\$20.12
PRIMARY	Electronic	1201-2024	12/09/2024	AMAZON	\$326.78
PRIMARY	Electronic	1202-2024	12/09/2024	AMAZON	\$19.99
PRIMARY	Electronic	1203-2024	12/09/2024	AMAZON	\$56.03
PRIMARY	Electronic	1204-2024	12/09/2024	AMAZON	\$32.20
PRIMARY	Electronic	1205-2024	12/09/2024	AMAZON	\$19.95
PRIMARY	Electronic	1206-2024	12/09/2024	AMAZON	\$22.44
PRIMARY	Electronic	1207-2024	12/13/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	1208-2024	12/13/2024	Trista Howe	\$36.37
PRIMARY	Electronic	1210-2024	12/12/2024	OHIO LIBRARY COUNCIL	\$55.00
PRIMARY	Electronic	1211-2024	12/12/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$49.25
PRIMARY	Electronic	1212-2024	12/12/2024	KENDRA SELBY	\$39.99
PRIMARY	Electronic	1215-2024	12/12/2024	FIRST COMMUNICATIONS	\$678.04
PRIMARY	Electronic	1216-2024	12/12/2024	AMAZON	\$117.89
PRIMARY	Electronic	1217-2024	12/12/2024	AMAZON	\$58.60
PRIMARY	Electronic	1218-2024	12/12/2024	AMAZON	\$17.09
PRIMARY	Electronic	1219-2024	12/12/2024	AMAZON	\$19.96
PRIMARY	Electronic	1220-2024	12/12/2024	AMAZON	\$21.33
PRIMARY	Electronic	1221-2024	12/12/2024	AMAZON	\$17.10
PRIMARY	Electronic	1222-2024	12/12/2024	CLEAN - N - GREEN	\$85.00
PRIMARY	Electronic	1223-2024	12/12/2024	CENTER POINT LARGE PRINT	\$29.21
PRIMARY	Electronic	1224-2024	12/12/2024	AMAZON	\$100.61
PRIMARY	Electronic	1225-2024	12/12/2024	AMAZON	\$24.99
PRIMARY	Electronic	1226-2024	12/12/2024	AMAZON	\$30.00
PRIMARY	Electronic	1227-2024	12/12/2024	AMAZON	\$49.97
PRIMARY	Electronic	1228-2024	12/12/2024	AMAZON	\$577.89
PRIMARY	Electronic	1229-2024	12/12/2024	AMAZON	\$44.03
PRIMARY	Electronic	1230-2024	12/16/2024	Consumers Credit Card	\$978.42
PRIMARY	Electronic	1231-2024	12/16/2024	dray home repair	\$130.00
PRIMARY	Electronic	1232-2024	12/16/2024	copeco	\$217.26
PRIMARY	Electronic	1233-2024	12/16/2024	PC CoPilot	\$725.00
PRIMARY	Electronic	1234-2024	12/16/2024	AMAZON	\$47.32
PRIMARY	Electronic	1235-2024	12/16/2024	AMAZON	\$371.17
PRIMARY	Electronic	1236-2024	12/16/2024	AMAZON	\$138.59

**Cleared Payments**

Reconciled Date 12/31/2024

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<b>Account</b>	<b>Type</b>	<b>Payment #</b>	<b>Post Date</b>	<b>Vendor / Payee</b>	<b>Amount</b>
PRIMARY	Electronic	1237-2024	12/19/2024	DEMCO, INC.	\$412.02
PRIMARY	Electronic	1238-2024	12/19/2024	Mike's Tree and Landscape LLC	\$1,500.00
PRIMARY	Electronic	1239-2024	12/19/2024	WHITAKER-MYERS INSURANCE	\$84.00
PRIMARY	Electronic	1240-2024	12/19/2024	AMAZON	\$10.66
PRIMARY	Electronic	1241-2024	12/19/2024	AMAZON	\$427.96
PRIMARY	Electronic	1242-2024	12/19/2024	AMAZON	\$241.39
PRIMARY	Electronic	1243-2024	12/19/2024	AMAZON	\$19.96
PRIMARY	Electronic	1244-2024	12/19/2024	AMAZON	\$19.96
PRIMARY	Electronic	1245-2024	12/26/2024	Jennifer Baker	\$421.64
PRIMARY	Electronic	1246-2024	12/26/2024	Sue E Barrick	\$441.71
PRIMARY	Electronic	1247-2024	12/26/2024	Jennifer Bates	\$1,267.10
PRIMARY	Electronic	1248-2024	12/26/2024	Eli Benzel	\$297.34
PRIMARY	Electronic	1249-2024	12/26/2024	Jason Bumbico	\$1,995.22
PRIMARY	Electronic	1250-2024	12/26/2024	Rachael Carmine	\$274.92
PRIMARY	Electronic	1251-2024	12/26/2024	Rhonda Grogg	\$648.97
PRIMARY	Electronic	1252-2024	12/26/2024	Trista Howe	\$347.28
PRIMARY	Electronic	1253-2024	12/26/2024	Heather Husted	\$656.28
PRIMARY	Electronic	1254-2024	12/26/2024	Donna Kohler	\$499.54
PRIMARY	Electronic	1255-2024	12/26/2024	Lisa Lutes	\$670.77
PRIMARY	Electronic	1256-2024	12/26/2024	Jersey Moss	\$526.95
PRIMARY	Electronic	1257-2024	12/26/2024	Kendra Selby	\$812.78
PRIMARY	Electronic	1258-2024	12/26/2024	Anne Tokos	\$133.34
PRIMARY	Electronic	1259-2024	12/26/2024	Laken Underwood	\$892.92
PRIMARY	Electronic	1260-2024	12/26/2024	Nicole Weber	\$1,158.87
PRIMARY	Electronic	1262-2024	12/27/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	1266-2024	12/27/2024	EFTPS	\$1,697.37
PRIMARY	Electronic	1267-2024	12/27/2024	Ohio Department of Taxation	\$439.81
PRIMARY	Electronic	1268-2024	12/27/2024	RITA	\$416.10
PRIMARY	Electronic	1269-2024	12/27/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$6,894.50
PRIMARY	Electronic	1277-2024	12/27/2024	Consumers Credit Card	\$165.83
PRIMARY	Electronic	1282-2024	12/30/2024	copeco	\$411.50
PRIMARY	Electronic	1287-2024	12/16/2024	HUNTINGTON	\$5.00
PRIMARY	Electronic	1288-2024	12/30/2024	CONSUMERS NATIONAL BANK	\$8.28
PRIMARY	Electronic	1289-2024	12/31/2024	CONSUMERS NATIONAL BANK	\$25.00

**Cleared Payments**

Reconciled Date 12/31/2024

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<u>Account</u>	<u>Type</u>	<u>Payment #</u>	<u>Post Date</u>	<u>Vendor / Payee</u>	<u>Amount</u>
PRIMARY	Electronic	1290-2024	12/31/2024	CONSUMERS NATIONAL BANK	\$30.00
Hunt. MM	Inv Transfer		12/16/2024	Transfer From Investment Hunt. MM	\$5.00
					\$67,141.01



**Cleared Receipts**

Reconciled Date 12/31/2024

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<u>Account</u>	<u>Type</u>	<u>Ticket #</u>	<u>Receipt #</u>	<u>Post Date</u>	<u>Source</u>	<u>Amount</u>
PRIMARY	Standard		180-2024	12/02/2024	Daily Receipts-CNB Registers	\$80.75
PRIMARY	Standard		186-2024	12/05/2024	Daily Receipts-CNB Registers	\$95.85
PRIMARY	Standard		187-2024	12/09/2024	Daily Receipts-CNB Registers	\$1,072.10
PRIMARY	Standard		190-2024	12/10/2024	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,838.84
PRIMARY	Standard		191-2024	12/11/2024	STARK COUNTY AUDITOR'S OFFICE	\$58,457.48
PRIMARY	Standard		188-2024	12/12/2024	Daily Receipts-CNB Registers	\$118.48
PRIMARY	Standard		189-2024	12/12/2024	CARROLL COUNTY AUDITOR'S OFFICE	\$15,549.03
PRIMARY	Standard		192-2024	12/16/2024	Daily Receipts-CNB Registers	\$86.35
PRIMARY	Standard		193-2024	12/19/2024	Daily Receipts-CNB Registers	\$74.70
PRIMARY	Standard		194-2024	12/23/2024	Daily Receipts-CNB Registers	\$56.90
PRIMARY	Standard		195-2024	12/23/2024	CARROLL COUNTY AUDITOR'S OFFICE	\$745.91
PRIMARY	Standard		196-2024	12/26/2024	STARK COUNTY AUDITOR'S OFFICE	\$2,779.28
PRIMARY	Standard		197-2024	12/27/2024	STARK COUNTY AUDITOR'S OFFICE	\$24.99
PRIMARY	Standard		198-2024	12/30/2024	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$88.21
PRIMARY	Standard		199-2024	12/30/2024	Daily Receipts-CNB Registers	\$356.85
PRIMARY	Inv Transfer			12/16/2024	Transfer From Investment Hunt. MM	\$5.00
CD042517	Interest		201-2024	12/24/2024	CD042517	\$9.00
CD072716	Interest		200-2024	12/27/2024	CD072716	\$74.32
CD082817	Interest		202-2024	12/27/2024	CD082817	\$75.15
Hunt. MM	Interest		203-2024	12/31/2024	Hunt. MM	\$300.97
Money Mark	Interest		204-2024	12/31/2024	Money Mark	\$1,039.43
						\$82,929.59

**Cleared Adjustments**

Reconciled Date 12/31/2024

Posted 1/4/2025 9:12:18 AM

<u>Account</u>	<u>Type</u>	<u>Item #</u>	<u>Post Date</u>	<u>Source or Payee</u>	<u>Amount</u>
PRIMARY	Payment Adj	1159-2024	12/06/2024	OHIO BUREAU OF WORKERS' COMPENSATION	\$4.00
					<hr/>
					<u>\$4.00</u>

**Investment Listing**

System Year 2024

Account Name	Description	Current Value	Interest Rate	Year to Date Interest	Total Interest	Purchased Date	Maturity Date	Closed Date	Closing Price
CD042517	CONSUMERS 0106524019 25 month CD exp	\$21,915.73	0.50%	\$109.60	\$1,391.27	04/25/2017	03/25/2025		
CD072716	CONSUMERS 0106125341 exp 04/27/25	\$23,104.32	3.92%	\$989.59	\$2,926.58	10/27/2024	04/27/2025		
CD082817	CONSUMERS 0106774145 CD 04/28/25	\$23,364.21	3.92%	\$1,000.71	\$2,617.15	10/28/2024	04/28/2025		
CDAR-HUNT	CDAR HUNTINGTON 5.2%	\$0.00	5.20%	\$3,992.36	\$3,992.36	08/10/2023	08/08/2024	11/01/2024	\$0.00
HUNT 26 CD	HUNTINGTON CDAR 26 WEEKS	\$79,005.82	5.00%	\$0.00	\$0.00	08/07/2024	02/06/2025		
Hunt. MM	Huntington Money Market	\$168,217.04	3.00%	\$4,586.06	\$6,396.17	08/01/2023	08/01/2053		
Money Mark	Money Market Consumers	\$593,837.81	2.00%	\$11,150.88	\$16,872.28	05/04/2023	05/04/2073		
STAR OHIO	STATE TREASURY ASSET RESERVE OF OH	\$0.00	0.04%	\$0.00	\$270,672.85	01/01/1999	12/31/2099		
		<u>\$909,444.93</u>		<u>\$21,829.20</u>	<u>\$304,868.66</u>				

**End**

**Minerva Public Library**

**December 2024  
Financial Reports**

**Submitted for January  
2025 Board Meeting**

2025 Budget Revenue - Permanent Appropriation				
Account Code	Account Name	2023 Actual	2024 Actual	2025 - July PLF Estimate
Account Code	Account Name	2023 Actual	2024	2025
1000-190-0000	Other - Local Taxes	\$8.18	\$ 25.00	\$ 25.00
1000-212-0000	Restricted Federal Grants-In-Aid	\$0.00	\$ -	
1000-222-0000	Restricted State Grants-In-Aid	\$0.00	\$ -	
1000-240-0011	Public Library Fund - State {STARK CO.}	\$656,938.07	\$164,810.76	\$ 636,811.00
1000-240-0012	Public Library Fund - State {CARROLL CO.}	\$174,738.13	\$19,490.67	\$ 169,385.00
1000-240-0013	Public Library Fund - State {COLUMBIANA CO.}	\$20,664.69	\$619,615.58	\$ 20,299.00
1000-310-0311	Patron Fines and Lost Item Income {FINES & FEES}	\$460.90	\$ 350.00	\$ 350.00
1000-310-0312	Patron Fines and Lost Item Income {LOST ITEM}	\$228.25	\$ 200.00	\$ -
1000-310-0314	Patron Fines and Lost Item Income {LOST CARD FEE}	\$1.00	\$ -	
1000-340-0000	Patron Copier Income	\$2,752.58	\$ 1,750.00	\$ 1,750.00
1000-360-0000	Patron Class and Seminar Fees	\$0.00	\$ -	
1000-399-0000	Other - Patron Fines and Fees	\$48.68	\$ -	
1000-399-0397	Other - Patron Fines and Fees {PATRON PRINTING}	\$1,488.50	\$ 1,500.00	\$ 1,500.00
1000-399-0398	Other - Patron Fines and Fees {FAX FEE}	\$451.92	\$ 500.00	\$ -
1000-611-0000	Restricted Contributions - Individuals	\$0.00	\$ -	
1000-612-0000	Restricted Contributions - Businesses	\$0.00	\$ -	
1000-612-2018	Restricted Contributions - Businesses {YOUTH SUMMER READING }	\$2,175.00	\$ 1,500.00	\$ 1,500.00
1000-613-0000	Restricted Contributions - Foundations	\$0.00	\$ -	
1000-651-0000	Unrestricted Contributions - Individuals	\$7,326.39	\$ 4,000.00	\$ 3,000.00
1000-652-0000	Unrestricted Contributions - Businesses	\$0.00	\$ -	
1000-701-0000	Interest or Dividends on Investments	\$6,189.96	\$ 6,000.00	\$ 5,000.00
1000-820-0000	Sale of Supplies for Resale	\$118.82	\$ 100.00	\$ 100.00
1000-831-2017	Rental of Meeting Rooms {DOLLY PARTON LIBRARY}	\$125.08	\$ 50.00	\$ -
1000-871-0000	Refunds for Overpayment	\$83.38	\$ 1,500.00	\$ -
1000-872-0000	Insurance Reimbursements	\$0.00	\$ 500.00	\$ -
1000-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$ -	
	<b>Total Current Year Income</b>	<b>\$873,799.53</b>	<b>\$ 821,892.01</b>	<b>\$ 839,720.00</b>
	<b>General Revenue Fund Carryover as of January 1</b>	<b>\$343,608.00</b>	<b>\$ 442,759.40</b>	<b>\$ 463,631.50</b>
	<b>Total Current Year Operating Revenue(Income + Carryover)</b>	<b>\$1,217,407.53</b>	<b>\$ 1,264,651.41</b>	<b>\$ 1,303,351.50</b>
4001-701-0000	Interest or Dividends on Investments	\$ 2,770.37	\$ -	\$ -
4001-931-0000	Transfers - In	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
	<b>Total Current Year Income- Capital</b>	<b>\$ 52,770.37</b>	<b>\$ 50,000.00</b>	<b>\$ 100,000.00</b>
	<b>Capital Projects Fund as of January 1 unrestricted</b>	<b>\$589,571.00</b>	<b>\$ 579,930.57</b>	<b>\$ 589,901.82</b>
	<b>Total Cash on Hand January 1 (Carryover + Capital)</b>	<b>\$642,341.37</b>	<b>\$ 629,930.57</b>	<b>\$ 689,901.82</b>
	<b>Total Revenue (Annual Revenue + Carryover + Capital)</b>	<b>\$1,516,140.90</b>	<b>\$ 1,894,581.98</b>	<b>\$ 1,993,253.32</b>

2025 Budget Expenses - Permanent Appropriation				
OPERATING EXPENSES				
Account Code	Account Name	2023 Actual	2024 Actual	2025
	<b>Total Wage and Leave</b>	<b>\$383,946.05</b>	<b>\$410,400.00</b>	<b>\$ 472,000.00</b>
1000-110-110-0001	Salaries & Wages {ADMINISTRATIVE}	\$104,529.46	\$92,000.00	\$ 100,000.00
	<i>Director</i>			\$ 70,000.00
	<i>Fiscal Officer</i>			\$ 25,300.00
	Cash-In-Lieu of Insurance		\$ 7,200.00	\$ -
1000-110-110-0002	Salaries & Wages {MANAGERS}	\$42,183.95	\$ -	\$ -
1000-110-110-0003	Salaries & Wages {NON-PROFESSIONALS}	\$217,169.34	\$ 285,000.00	\$ 315,000.00
	<i>Library Associate I (4)   40 Hours @ Week</i>			\$ 174,000.00
	<i>Library Associate II (7)   28 Hours @ Week</i>			\$ 141,000.00
	Retirement Payouts		\$ 6,000.00	\$ -
	Cash-In-Lieu of Insurance		\$ 7,200.00	\$ -
1000-110-110-0004	Salaries & Wages {SUBSTITUTES}	\$7,425.81	\$ 5,000.00	\$ 26,000.00
	<i>Substitutes (3)   12 Hours @ Week</i>			\$ -
1000-110-110-0005	Salaries & Wages {SERVICE WORKERS}	\$12,637.49	\$ 8,000.00	\$ 31,000.00
	<i>Service Workers (2)   20 Hours Week</i>			\$ -
	<b>Total InDirect Benefit</b>	<b>\$93,238.16</b>	<b>\$ 119,370.00</b>	<b>\$ 145,924.00</b>
1000-110-211-0000	Ohio Public Employees Retirement System (14% gross wages)	\$49,906.82	\$ 55,000.00	\$ 66,080.00
1000-110-213-0000	Medicare (1.45% gross wages)	\$5,222.14	\$ 6,000.00	\$ 6,844.00
1000-110-221-0000	Medical / Hospitalization Insurance	\$37,271.77	\$ 50,000.00	\$ 65,000.00
1000-110-222-0000	Life Insurance	\$453.43	\$ 1,000.00	\$ 500.00
1000-110-223-0000	Dental Insurance	\$0.00	\$ -	\$ -
1000-110-224-0000	Vision Insurance	\$0.00	\$ -	\$ -
1000-110-225-0000	Workers' Compensation	\$384.00	\$ 1,370.00	\$ 1,500.00
1000-110-291-0000	Unemployment Benefits	\$0.00	\$ 6,000.00	\$ 6,000.00
1000-110-300-2017	Purchased and Contracted Services {DPILO}	\$0.00	\$ 1,000.00	\$ 1,500.00
1000-110-300-2019	Purchased and Contracted Services {Mental Health FA Grant}	\$0.00	\$ -	\$ -
1000-110-380-0000	Library Material Control Services		\$ -	\$ -
1000-110-390-0000	Programming - Purchased and Contracted Services (Presenters)	\$74.97	\$ 200.00	\$ 4,176.00
	Grunder Fund		\$ 2,165.00	\$ 2,165.00
	Powell Fund	\$472.00	\$ 2,301.00	\$ 2,011.00
1000-110-450-0015	Supplies {PROGRAMING SUPPLIES}	\$6,964.40	\$ 8,000.00	\$ 8,000.00
1000-110-451-0007	General Administrative Supplies {OFFICE SUPPLIES}	\$0.00	\$ -	\$ -
	<b>Library Materials</b>	<b>\$68,848.55</b>	<b>\$ 90,200.00</b>	<b>\$ 91,000.00</b>
1000-120-411-1000	Books and Pamphlets {ADULT DEPT. BOOKS}	\$17,601.58	\$ 24,000.00	\$ 24,000.00
1000-120-411-2000	Books and Pamphlets {YOUTH DEPT. BOOKS}	\$14,316.75	\$ 20,000.00	\$ 22,500.00
1000-120-412-0000	Periodicals	\$5,678.96	\$ 7,000.00	\$ 7,000.00
1000-120-413-1006	Audiovisual Materials {AV ADULT}	\$1,590.21	\$ 5,000.00	\$ 3,000.00
1000-120-413-1007	Audiovisual Materials {DOWNLOADABLE CONTENT}	\$26,769.31	\$ 28,000.00	\$ 30,500.00
	2023--Overdrive \$5,000; Hoopla \$24,000; Beanstack \$1,500			
1000-120-413-2004	Audiovisual Materials {YOUTH CDs}		\$ 200.00	\$ -
1000-120-413-2006	Audiovisual Materials {AV YOUTH}	\$1,787.07	\$ 5,000.00	\$ 2,500.00
1000-120-414-0000	Computer Services and Information		\$ -	\$ -
1000-120-415-0000	Interlibrary Loan Fees / Charges	\$0.00	\$ -	\$ -
1000-120-416-0000	Library Material Repair and Restoration {MICROFILM}	\$361.95	\$ -	\$ -
1000-120-419-0000	Other - Library Materials and Information	\$742.72	\$ 1,000.00	\$ 1,500.00
	<i>Includes Unique Circulating Items</i>			
1000-120-459-0008	Other - Supplies {CATALOGING & PROCESSING}	\$1,292.37	\$ 3,500.00	\$ 3,500.00
1000-210-321-0000	Telephone	\$9,071.69	\$ 9,000.00	\$ 9,000.00
1000-210-332-0000	<b>Maintenance and Repair on Equipment</b>	<b>\$20,831.73</b>	<b>\$ 46,250.00</b>	<b>\$ 46,250.00</b>
	Elevator Maintenance and Repair (309 x 12 +300)		\$ 3,500.00	\$ 3,500.00

	Fire Alarm and Supression (Johnson Controls) annual +3000		\$	10,000.00	\$	10,000.00
	HVAC (1707.50 x 4) + 3000 (Standard Plumbing & Heating)		\$	10,000.00	\$	10,000.00
	General Plumbing Work		\$	1,250.00	\$	1,250.00
	General Electrical Work		\$	1,250.00	\$	1,250.00
	Front Door Maintenance Trinity Door		\$	2,250.00	\$	2,250.00
	PC Copilot IT Maintenance		\$	10,000.00	\$	10,000.00
	Miscellaneous Maintenance & Repair		\$	8,000.00	\$	8,000.00
1000-210-334-0000	Trash Removal	\$1,376.00	\$	1,650.00	\$	2,500.00
1000-210-339-0000	<b>Other - Property Maint. Repair &amp; Security Svc</b>	<b>\$29,823.22</b>	<b>\$</b>	<b>35,950.00</b>	<b>\$</b>	<b>22,800.00</b>
	Snow Removal		\$	2,750.00	\$	2,800.00
	Mowing and Landscape Maintenance		\$	5,750.00	\$	10,000.00
	Pest Control (4 x 120)		\$	500.00	\$	500.00
	Cleaning Service (377x52)		\$	20,000.00	\$	-
	Walk-Off Rug Service		\$	750.00	\$	1,300.00
	Window Washing		\$	1,200.00	\$	1,200.00
	Carpet Cleaning		\$	2,250.00	\$	4,000.00
	Security Services		\$	500.00	\$	500.00
	Miscellaneous Maintenance Services		\$	2,250.00	\$	2,500.00
1000-210-361-0000	Electricity	\$25,841.23	\$	25,000.00	\$	25,000.00
1000-210-362-0000	Water and Sewage	\$577.12	\$	700.00	\$	700.00
1000-210-363-0000	Natural Gas	\$10,160.85	\$	13,000.00	\$	10,000.00
1000-210-390-0000	Other - Purchased and Contracted Services	\$0.00	\$	-	\$	-
1000-210-452-0000	Property Maintenance/Repair Supplies & Parts	\$5,047.54	\$	5,000.00	\$	8,000.00
1000-230-299-0000	Other - Other Employee Fringe Benefits (Memberships)	\$60.00	\$	500.00	\$	500.00
1000-230-311-0000	Dues and Fees	\$120.00	\$	120.00	\$	-
1000-230-312-0000	Travel and Meeting Expense	\$1,387.47	\$	1,200.00	\$	2,500.00
	<i>Includes Notary Training</i>					
1000-230-322-0000	Postage	\$206.47	\$	300.00	\$	200.00
1000-230-324-0000	Printing	\$0.00	\$	-	\$	-
1000-230-325-0009	Advertising {LEGAL ADS & PUBLICATIONS}	\$50.82	\$	50.00	\$	50.00
1000-230-325-0010	Advertising {EMPLOYEE VACANCY ADS}	\$1,453.65	\$	200.00	\$	200.00
1000-230-329-0000	Other - Communications,Printing and Publicity (Roxy & Promotions)	\$437.04	\$	800.00	\$	800.00
1000-230-341-0000	Property Insurance Premiums	\$9,704.12	\$	11,000.00	\$	11,000.00
1000-230-343-0000	Fidelity Bond Premiums	\$0.00	\$	275.00	\$	275.00
1000-230-351-0000	<b>Rents and Leases</b>	<b>\$5,801.90</b>	<b>\$</b>	<b>6,100.00</b>	<b>\$</b>	<b>7,100.00</b>
	Copier Lease and Maintenance (465 x 12)		\$	6,000.00	\$	7,000.00
	Microfilm Storage		\$	100.00	\$	100.00
1000-230-371-0000	Auditing Services	\$0.00	\$	3,000.00	\$	3,000.00
1000-230-372-0000	Uniform Accounting Network Fees (762 x 4)	\$3,048.00	\$	3,100.00	\$	3,100.00
1000-230-390-0000	<b>Other - Purchased and Contracted Services</b>	<b>\$17,079.00</b>	<b>\$</b>	<b>14,900.00</b>	<b>\$</b>	<b>15,000.00</b>
	Statewide Delivery Contract		\$	14,000.00	\$	14,000.00
	Debt Collection Services (Unique Management)		\$	900.00	\$	1,000.00
1000-230-390-0014	Other - Purchased and Contracted Services {COMPUTER SVCS & IT}		\$	-	\$	-
1000-230-451-0007	General Administrative Supplies {OFFICE SUPPLIES}	\$4,151.65	\$	4,000.00	\$	5,000.00
1000-230-454-0000	Supplies Purchased for Resale	\$141.32	\$	700.00	\$	500.00
1000-230-510-0000	<b>Institutional Dues and Memberships</b>	<b>\$20,460.95</b>	<b>\$</b>	<b>22,375.00</b>	<b>\$</b>	<b>25,000.00</b>
	SEO Consortium Membership		\$	18,000.00	\$	18,500.00
	NEO-Regional Library System Memberhip		\$	1,750.00	\$	1,900.00
	OLC Institutional Membership		\$	2,500.00	\$	3,100.00
	Chamber of Commerce		\$	125.00	\$	200.00
1000-230-520-0000	Taxes and Assessments	\$6.00	\$	150.00	\$	150.00
1000-230-550-0000	Refunds and Reimbursements	\$20.99	\$	250.00	\$	-
1000-230-590-0511	Information Technology	\$3,077.48	\$	4,000.00	\$	5,000.00
1000-760-750-0000	Furniture and Equipment	\$0.00	\$	-	\$	-

1000-930-930-0000	Contingency Fund	\$0.00	\$ 20,000.00	\$ 20,000.00
1000-910-910-0000	Transfers - Out to Capital Projects	\$50,000.00	\$ 50,000.00	\$ 100,000.00
1000-990-990-2020	2020 CARES Act Funds	\$0.00	\$ -	\$ -
	<b>Operating Expenses Total</b>	<b>\$774,772.74</b>	<b>\$916,706.00</b>	<b>\$1,048,425.00</b>
	<b>CAPITAL PROJECTS</b>			
4001-760-331-0000	Maintenance and Repair on Facilities	\$17,702.02	\$ 120,000.00	\$ 20,000.00
4001-760-720-0000	Land Improvement	\$7,754.74	\$ 5,000.00	\$ 100,000.00
	<i>Parking Lot Repairs &amp; Maintenance</i>			
	McConnell Fund--Land Improvement			
4001-760-750-0000	Furniture and Equipment	\$36,530.00	\$ 30,000.00	\$ 30,000.00
	<i>Potential: Monitors / PA Speakers / Network Improvements / YS Printer</i>			
	McConnell Fund--Furniture and Equipment			
	<b>Capital Projects Total</b>	<b>\$61,986.76</b>	<b>\$ 155,000.00</b>	<b>\$ 150,000.00</b>
	<b>Total Expenditure/Appropriation</b>	<b>\$836,759.50</b>	<b>\$1,071,706.00</b>	<b>\$1,198,425.00</b>



## **1.62 Meeting Rooms**

The purpose of the Minerva Public Library's meeting rooms is to provide a space for library and library-related activities as well as to provide a convenient meeting and gathering space for community groups, local organizations and library patrons.

Library meeting rooms are available without charge during regular library business hours. No admission or attendance charge or required donation may be assessed by any non-Library group using a meeting room.

Rooms are available free of charge for NON-PROFIT PURPOSES ONLY during open hours. A group or individual may NOT make a profit from events held in the rooms. Meeting rooms may not be used for the promotion or sales of services or products, the cultivating of client names, or fundraising.

The library makes no endorsement, express or implied, of any non-Library event or activity held in the meeting rooms. Non-Library events may not use Library contact information in their publicity or post directional or promotional signs advertising their meetings in the library without the approval of library staff. The Board and the Library staff do not assume any liability for groups or individuals attending any meeting or program in the library.

Misuse of a room and/or violation of the use agreement will preclude further use of library meeting rooms.

## **4.21 Faxing**

Fax service is available to the public during the library's regular business hours.

### **Fees—Sending**

- Free of Charge

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### **Fees—Receiving**

- A flat fee of \$.10 (10 cents) is charged for each page received.
- Patrons expecting an incoming fax should notify the library in advance.
- Any fees charged by the sender will be passed on to the recipient.
- Unclaimed faxes will be destroyed after five (5) working days.

**Minerva Public Library**  
Director's Report – January 2025

**Building & Grounds**

- We have had multiple problems with the furnace so far this winter, but Buckeye Mechanical has been doing a diligent job of beginning to diagnosis the issues and keeping the heat on. I believe we are on the road to making the HVAC system finally work the way it is supposed to.
- Brad's Carpet Cleaning service did a great job with the main floor and the easy chairs. Later in the year we should look at getting the lower level done as well, then begin a schedule of cleaning alternating floors every year.
- The extra trash pickup has been extremely helpful in cleaning out and re-purposing space around the library.
- Snow removal has been going well with the inclement weather as of late.
- Dray Home Repair has installed the new television mount in the Youth Services space for the gaming corner.

**Personnel & HR**

- We have implemented the new Google Voice virtual number for staff call-offs and security alerts.
- I am currently working on revised position descriptions. They should be completed by the beginning of March and ready for vetting by the Stark County prosecutor's office.

**Patron Services**

- The work to transform the downstairs staff lounge into the book sale space in underway. Dray Home Repair will hopefully begin to work on installing the shelving shortly.
- We will be switching our digital newsletter from Constant Contact to Patron Point. Patron Point is provided for free through SEO and integrates well with our ILS and with Canva. We should be able to switch for the March issue.

## Adult Services

- The Adult Craft Program on January 14 had 12 people in attendance.
- The OSU Extension will be presenting, on *Winter Wellness* on Thursday, January 30 at 5:30 pm. Next month's topic will be *Soulful Soups* on February 20<sup>th</sup>.
- On Monday, February 24<sup>th</sup> at 6:30 pm Mark Holland of the McKinley Presidential Library & Museum will be presenting on McKinley's life in Stark County.

## Youth Services

- During December, the Youth Services department had 23 class visits serving 451 students, 3 story times with 56 attendees, and 400 visitors to the Sensory Spot. 130 patrons came for the afternoon gaming program.
- We have begun planning for 2025 Summer Reading. The theme this year is "Color Your World".
- The new gaming space is up and running, with kids getting gradually getting used to the space.

## Technology

- The new Youth Services Printer has been installed and is working well.
- Everyone now has their new email addresses through Google Workspace and has now logged into their accounts and are learning to use the different features.
- I met with Computek Consulting Inc. out of Alliance, Ohio to explore different options in terms of IT support and maintenance. Their proposal was very affordable and seemed to be dialed-in to what our current IT needs are.

## Collection Development

- The initial weeding project has been completed and we have begun shifting the non-fiction collection forward to create space in the stacks.
- New materials for December 2024 included:
  - Adult Books: 174
  - Youth Books: 93
  - Movies: 54

- Youth Movies: 14
- Video Games: 7

### **Community Outreach**

- We will be hosting the State of the Village luncheon on Tuesday, January 28<sup>th</sup>.
- The Chamber of Commerce will be helping us host a Business After-Hours on Thursday, February 6<sup>th</sup> from 4:30 pm to 6:30 pm.
- Thomas Clapper of the Free Press Standard of Carrollton, Ohio will be stopping by on January 29<sup>th</sup> for an interview.

### **Miscellaneous**

- We had a Weather Emergency Days on Friday, January 3, Monday, January 6, Tuesday, January 21 and Wednesday, January 22. We are currently reviewing our weather call-off policy for 2025.
- Heather Miller of the SEO stopped by on January 8<sup>th</sup> to introduce herself and familiarize me with a number of the services and resources that they provide.
- Evan Struble of the State Library contacted me on January 13<sup>th</sup>, and we are officially starting the strategic planning process. We have had our intake meeting on Tuesday, January 21<sup>st</sup> with Katy Hite, who will be our consultant throughout the process. Information on the process will be forthcoming.

703 South Union Ave  
 Alliance, Ohio 44601  
<https://www.ctsupport.net>  
 +1 330-821-4840



Minerva Public Library  
 677 Lynnwood Drive  
 Minerva, OH, United States 44657

Estimate # 1198  
 Estimate Date 01-14-2025

<b>Total</b>	<b>\$242.82</b>
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Item	Description	Unit Cost	Quantity	Line Total
Essential Monitoring Plus	Essential Monitoring Plus - 24/7 System health monitoring for workstation. **Overseeing and managing the security and functionality of all devices (endpoints) connected to a network, including tasks like software updates, security policy enforcement and device health monitoring.**	\$3.00	26.0	\$78.00
Huntress EDR AV	Huntress Endpoint Detection and Response Security Software. **Managed endpoint detection and response (EDR) solution that helps businesses protect themselves from cyber threats. It monitors endpoints for malicious activity and provides tools to help investigate and respond to threats**	\$5.00	26.0	\$130.00
Unmngd Off Site Back up 250GB	Off Site Back up of current Synology NAS. Up to 250GB	\$20.00	1.0	\$20.00

**THIS IS AN ESTIMATE**

<b>Subtotal</b>	<b>\$228.00</b>
Tax	\$14.82
<b>Estimate Total</b>	<b>\$242.82</b>

**Disclaimer**

This estimate is not guaranteed. The price named in the estimate is an approximation of the project requirements as described by the client. The actual cost may change after all of the project elements have been negotiated and finalized. The client will be informed of any changes in cost in advance.

This estimate is valid until for 15 days after .

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



# Traditional Strategic Planning Process



# AI Enhanced Strategic Planning Process Option

