

**Minerva Public Library
Board of Trustees**

June 13, 2024

(Meeting canceled for June 27, 2024)

**Monthly
Regular
Meeting Packet**

**Minerva Public Library
Board of Trustees Meeting Agenda
June 13, 2024 at 6:30 pm, 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: Brenda Griffith _____

Call to Order:

Adjustments to the Agenda:

Public Participation:

Minutes: Motion to approve the minutes from the May 1, 2024 Board of Trustees work session, approve the minutes from the May 8, 2024 Board of Trustees work session, approve the minutes from the May 23, 2024 Regular Board of Trustees meeting.

Ongoing Business:

Dolly Parton Imagination Library of Ohio Update – The date for our Dolly Parton Imagination Library graduation ceremony will be August 12, 2024 at 6:00 pm. We currently have 280 children registered under Minerva library. The Touch-a-Truck Dolly Parton Imagination Program fundraiser is this Saturday, June 15th.

Call for executive session:

Fiscal Officer’s Report:

Motion to Accept: Monthly financial reports for May 2024, and the Fiscal Officer’s Monthly Report.

Motion to approve: To accept the health insurance rates of \$1,017.66 for single coverage and \$2,472.18 for family coverage for the period of July 1, 2024 to June 30, 2025 insurance year.

Motion to approve: To set October 2024 as the premium health insurance holiday month.

Motion to approve: The State-wide Delivery Contract cost for delivery service of library materials between State of Ohio Library System SEO member libraries totaling \$12,204.45 which is the same price we paid last year. In 2022 our library shipped 28,392 items and in 2023 we shipped 32,790 items. The 2022 contract cost per item to ship was .42 cents and the 2023 cost per item shipped reduced to .37 cent per item. Even though we shipped more items, this year’s total contract price has remained the same.

Motion to approve: Payment to the SCI Roofing LLC company for replacing the library roof totaling \$60,467.40 per the attached contract agreement. This does not include any repairs to the structure of the roof if needed.

Motion to approve: Updating our Minerva Public Library Webkit Template design through SEO to bring us current with the IT requirements to utilize current functionalities that the current Webkit cannot access. The conversion contract with SEO for this update will be \$500 which is a 50% discount available through June 30, 2024.

Current Revenue:

PLF Distribution: The May 2024 PLF receipts are \$70,458.80, 12.61% less than the \$79,948.48 received in May 2023. The PLF funding for May 2024 was close to the projection, but the total calendar year so far is providing less than the projected monthly revenue by more than 8.96%.

2024 General Revenue Net Operating Position

May Revenue	=	\$ 72,690	Total Annual Revenue	=	\$ 324,548
May Expense	=	\$ 93,062	Total Annual Expenses	=	\$ 324,141
Difference		(\$ 20,372)			\$ 407

Operating Fund Expenses as Percentage of Appropriation on May 31, 2024

<u>2024 Appropriation Current</u>	<u>2024 Expenses</u>	<u>As Percentage</u>
\$996,706	\$324,141	30.25%

New Business

Tabled from May 2024: to approve the revised job descriptions for Library Associate Substitutes, Library Associate I Part-Time, Library Associate II Catalog, Library Associate II Information Technology, Library Associate II Early Childhood Programs, Library Associate II Early Childhood Associate.

Correspondence – listed below

Director’s Report:

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

More patrons are using online access in conjunction with in-house selections. Total circulation was **16,654**, **15.58%** below the May 2023 total circulation, though our Ohio Digital Library (Libby) was up by **17,76%**. This is with the new change in the formula from SEO. May 2024 door count was **7,188**, up **13.38%** from May 2023 which totaled **6,226**. In May 2024, **65** classrooms came to the library from the Minerva School and we went to the school classrooms for an additional **11** visits. In May **3,175** children served.

We added **360** new books, **11** new audio-visual DVD’s and 2 new Spark Kits in May.

Accept Financial Gifts—May 2024

Restricted Individual Contributions:
For the **Summer Reading Program:**

Bartley Funeral Home Inc.	\$50.00
Unrestricted Individual Contributions to the General Fund:	\$50.00
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Total Restricted and Unrestricted	\$50.00
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In-kind Gifts for May 2024

112 Books donated
22 DVD’s donated
27 Books on CD donated

Motion to Adjourn:

The next Regular Board Meeting will be July 25, 2024 at 6:30 pm in the Board Room.

Minerva Public Library Board of Trustees Meeting Agenda
May 1, 2024 at 5:00pm, Bartley Funeral Home, 205 W. Lincoln Way, Mineva, OH

Attendance:

Trustee: Roger Bartley X
Trustee: Dr. Jennifer Beard X
Trustee: Casey Milano X
Trustee: Becky Miller X
Trustee: Sarah Repella X
Trustee: Diane Ruff X
Trustee: Richard Rutledge X

Fiscal Officer: Heathe Husted _____
Director: Brenda Griffith _____

Call to Order: Roger Bartley - 5:00

Adjustments to the Agenda:

Public Participation:

Ongoing Business:

Executive Session to Discuss Personnel -

Casey Milano - 1st motion; Sarah Repella - 2nd motion 5:01
Diane Ruff - 1st motion; Richard Rutledge-2nd motion 6:21

New Business

Discussion about the possibility of implementing the E.O.S. (Entrepreneurial Operating System) at the Library.

Adjournment:

The next Regular Board Meeting will be held on May 23, 2024, at 6:30pm in the Library Board Room.

x *Rog Bart*

Minerva Public Library Board of Trustees Meeting Agenda
May 8, 2024 at 5:00pm, Minerva Elementary, 130 Bonnieview Ave, Mineva, OH

Attendance:

Trustee: Roger Bartley X

Trustee: Dr. Jennifer Beard X

Trustee: Casey Milano

Trustee: Becky Miller X

Trustee: Sarah Repella X

Trustee: Diane Ruff X

Trustee: Richard Rutledge X

Fiscal Officer: Heathe Husted

Director: Brenda Griffith

Call to Order: Roger Bartley - 5:00

Adjustments to the Agenda:

Public Participation:

Ongoing Business:

Executive Session to Discuss Personnel -

Dick Rutledge - 1st motion; Sarah Repella - 2nd 5:01

Diane Ruff - 1st motion; Roger Bartley-2nd 5:45

New Business

Discussion about the possibility of implementing the E.O.S. (Entrepreneurial Operating System) at the Library.

Adjournment: Becky Miller - 1st Motion, Jennifer Beard, 2nd

The next Regular Board Meeting will be held on May 23, 2024, at 6:30pm in the Library Board Room.

x Roger Bartley

**Minerva Public Library
Board of Trustees Meeting Minutes
May 23, 2024 at 6:30 pm, Board Room**

Attendance:

Trustee: Roger Bartley _____ X _____

Trustee: Jennifer Beard _____

Trustee: Casey Milano _____ X _____

Trustee: Rebecca Miller _____ X _____

Trustee: Sarah Repella _____ X _____

Trustee: Diane Ruff _____ X _____

Trustee: Richard Rutledge _____ X _____

Fiscal Officer: Heather Husted _____ X _____

Director: Brenda Griffith _____ X _____

Call to Order: Roger Bartley

Adjustments to the Agenda: Executive session after ongoing business

Public Participation: none

Minutes: Motion to approve the minutes from the April 25, 2024 meeting by Casey Milano, 2nd by Richard Rutledge, motion carried unanimously.

Ongoing Business:

Dolly Parton Imagination Library of Ohio Update – The date for our Dolly Parton Imagination Library graduation ceremony will be August 12, 2024 at 6:00 pm. We currently have 280 children registered under Minerva library. We are waiting for Stark County District Library to let us know the number of students graduating who will be attending our Minerva August 12, 2024.

Call for executive session: see the attached document from Rebecca Miller.

Fiscal Officer’s Report:

Resolution 24-05-01: Motion to Approve the monthly financial reports for April 2024, and the Fiscal Officer’s Monthly Report by **Rebecca Miller, 2nd by Sarah Repella, motion carried unanimously.**

Discussion: How to handle open checks not cashed. Options include stop payment and reissue, reissue, wait till checks are 6 months old and then reissue?

Resolution 24-05-02: Motion to Approve the transfer of \$500 from the Contingency Fund 1000-930-930-0000 to the Travel and Meeting Expense fund 1000-230-312-0000 by **Casey Milano, 2nd by Rebecca Miller, motion carried unanimously.**

Current Revenue:

PLF Distribution: The April 2024 PLF receipts are \$47,039.73, 15.76% less than the \$55,085.20 received in April 2023. The PLF funding is providing less than the projected monthly revenue on average between 8% to 9%.

2024 General Revenue Net Operating Position

April Revenue	=	\$ 51,747	Total Annual Revenue	=	\$ 253,857
April Expense	=	\$ 65,696	Total Annual Expenses	=	\$ 231,080
Difference		(\$ 13,949)			\$ 22,777

Operating Fund Expenses as Percentage of Appropriation on April 30, 2024

<u>2024 Appropriation Current</u>	<u>2024 Expenses</u>	<u>As Percentage</u>
\$996,706	\$231,080	24.72%

New Business

Motion to Table: for further review on the revised job descriptions for Library Associate Substitutes, Library Associate I Part-Time, Library Associate II Catalog, Library Associate II Information Technology, Library Associate II Early Childhood Programs, and Library Associate II Early Childhood Associate by **Richard Rutledge, 2nd by Sarah Repella, motion carried unanimously.**

Resolution 24-05-03: Motion to approve replacing the roof on the library using an estimate from SCI Roofing Services LLC totaling \$60,467.40 for a shingled roof of similar color to be replaced as soon as possible by **Sarah Repella, 2nd by Rebecca Miller, motion carried unanimously.**

Correspondence – listed below

1. Dave Tomsco from ABDO Publishing sent Thank You

Director’s Report:

Resolution 24-05-04: Motion to approve the monthly report from the Director included in the packet by **Casey Milano, 2nd by Diane Ruff, motion carried unanimously.**

Resolution 24-05-05: Motion to approve the Director attending the OLC Ballot Issues Virtual Workshop on June 12th at a cost of \$75.00 by **Richard Rutledge, 2nd by Diane Ruff, motion carried unanimously.**

Renewals make up more of the in-house circulation than initial checkouts. A large reason why is we now have automatic renewal up to 4 times. More patrons are using online access in conjunction with in-house selections. Total circulation was **20,065**, **5.05%** below the April 2023 total circulation. This is with a new change in the formula from SEO. April 2024 door count was **8,117**, up **25.26%** from April 2023 which totaled **6,067**. In April 2024, **65** classrooms came to the library from the Minerva School and we went to the school classrooms for an additional **11** visits. In April **2,983** children served.

We added **223** new books to our collection and **15** new audio-visual DVD’s.

Accept Financial Gifts—April 2024

Restricted Individual Contributions:

For the Summer Reading Program:

1. Minerva Area Chamber of Commerce	\$ 100.00
VFW Auxiliary to Post 4120	\$ 150.00
YMCA of Central Stark County	\$ 150.00
Total	\$ 400.00

2. Delilah Arnold: for Staff appreciation day \$ 100.00

Unrestricted Individual Contributions to the General Fund: \$ 0.00

Total Restricted and Unrestricted \$ 500.00

In-kind Gifts for April 2024

153 Books donated
8 DVD's donated
0 Books on CD donated

Motion to Adjourn:

The next Regular Board Meeting will be held on June 27, 2024 at 6:30 pm in the Board Room.

Fiscal Officer's Report June 2024

1. Bank Reconciliation
 - a. Open checks for Laken Underwood
 - i. \$17.69 for mileage reimbursement from 10/02/23 (reissued 02/22/24, bank stopped payment for free)
 - ii. \$55.42 payroll check from 02/01/24
 - iii. Banks will no longer honor after 6 months (08/22/24)
 - b. Adjustment for entry error
2. Revenue Receipt Register
 - a. \$1,016.57 of interest earned in May
 - i. Decreased significantly for Consumers Money Market account- contacted Consumers and the rate was only good for a year, but they increased it back to the 2%
 - ii. CDAR at Huntington has accrued \$3,230.72, maturity date is 08/08/24
3. Appropriation Payment Register
 - a. Payroll was higher- 3 pay month
 - b. Stark County Library for Dolly Parton Imagination Library \$581.05
 - c. Book purchases \$6,175.10
 - d. Downloadable Content \$1,765.91
 - e. Maintenance and Repair on Equipment \$3,842.05- mostly Standard Plumbing
 - f. Ohio Library Council \$2,301.00- membership dues
 - g. Library Design Associates, Inc \$19,355.00- new tables and chairs
4. Revenue Status (YTD 42%)
 - a. PLF is slightly behind in all three counties (38%)
 - b. Overall Revenue Status 37%
5. Appropriation Status (YTD 42%)
 - a. Programming 77%
 - b. Adult Books 20%
 - c. Youth Books 42%
 - d. Travel and Meetings 77% (after additional \$500.00 added from last meeting)
 - e. Rents and Leases 60%
 - f. Office Supplies 54%
 - g. Overall Appropriation Status is 30%
6. Banking
 - a. Moved \$20,000 from Consumers Money Market to Consumers checking to increase balance after table and chair purchase
7. Health Insurance
 - a. There will be 1 holiday month for this upcoming year (usually a month with 3 pays – October)
 - b. Cost will be increasing in July
 - i. Single \$950.48 to \$1,017.66
 - ii. Family \$2,0308.96 to \$2,472.18
 - iii. Employees currently pay fixed amount of \$300 a month for a single plan and \$1,000 for family plan

**Minerva Public Library
Board of Trustees**

June 13, 2024

(Meeting canceled for June 27, 2024)

**Monthly
Regular
Meeting Packet**

Minerva Public Library

May 2024 Financial Reports

Submitted for the June 2024 Board Meeting

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

Revenue Receipt Register

May 2024

Account Code: 1000-190-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$0.79	C
					Account Total:	\$0.79

Account Code: 1000-240-0011

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
76-2024	05/11/2024	05/16/2024	STD	STARK COUNTY AUDITOR'S OFFICE	\$54,305.82	C
					Account Total:	\$54,305.82

Account Code: 1000-240-0012

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
78-2024	05/14/2024	05/16/2024	STD	CARROLL COUNTY AUDITOR'S OFFICE	\$14,444.73	C
					Account Total:	\$14,444.73

Account Code: 1000-240-0013

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
77-2024	05/10/2024	05/16/2024	STD	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,708.25	C
					Account Total:	\$1,708.25

Account Code: 1000-310-0311

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
73-2024	05/07/2024	05/09/2024	STD	PAYPAL INC	\$64.61	C
80-2024	05/20/2024	05/20/2024	STD	Daily Receipts-CNB Registers	\$16.99	C
					Account Total:	\$81.60

Account Code: 1000-340-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$15.95	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$7.80	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$32.50	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$17.95	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$6.20	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$2.85	C
74-2024	05/09/2024	05/09/2024	STD	Daily Receipts-CNB Registers	\$7.00	C
74-2024	05/09/2024	05/09/2024	STD	Daily Receipts-CNB Registers	\$18.40	C
74-2024	05/09/2024	05/09/2024	STD	Daily Receipts-CNB Registers	\$10.80	C
75-2024	05/13/2024	05/13/2024	STD	Daily Receipts-CNB Registers	\$0.20	C
75-2024	05/13/2024	05/13/2024	STD	Daily Receipts-CNB Registers	\$1.20	C
75-2024	05/13/2024	05/13/2024	STD	Daily Receipts-CNB Registers	\$0.90	C
79-2024	05/16/2024	05/16/2024	STD	Daily Receipts-CNB Registers	\$2.30	C
79-2024	05/16/2024	05/16/2024	STD	Daily Receipts-CNB Registers	\$7.50	C
79-2024	05/16/2024	05/16/2024	STD	Daily Receipts-CNB Registers	\$11.05	C
80-2024	05/20/2024	05/20/2024	STD	Daily Receipts-CNB Registers	\$7.95	C
80-2024	05/20/2024	05/20/2024	STD	Daily Receipts-CNB Registers	\$6.30	C
80-2024	05/20/2024	05/20/2024	STD	Daily Receipts-CNB Registers	\$1.70	C
81-2024	05/23/2024	05/23/2024	STD	Daily Receipts-CNB Registers	\$8.45	C
81-2024	05/23/2024	05/23/2024	STD	Daily Receipts-CNB Registers	\$5.75	C
81-2024	05/23/2024	05/23/2024	STD	Daily Receipts-CNB Registers	\$8.50	C
82-2024	05/28/2024	05/28/2024	STD	Daily Receipts-CNB Registers	\$3.60	C
82-2024	05/28/2024	05/28/2024	STD	Daily Receipts-CNB Registers	\$19.40	C

Revenue Receipt Register
May 2024

Account Code: 1000-340-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
83-2024	05/30/2024	05/30/2024	STD	Daily Receipts-CNB Registers	\$11.20	C
83-2024	05/30/2024	05/30/2024	STD	Daily Receipts-CNB Registers	\$2.30	C
Account Total:					<u>\$217.75</u>	

Account Code: 1000-399-0397

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$25.15	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$8.60	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$0.40	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$6.60	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$9.90	C
74-2024	05/09/2024	05/09/2024	STD	Daily Receipts-CNB Registers	\$3.75	C
74-2024	05/09/2024	05/09/2024	STD	Daily Receipts-CNB Registers	\$4.60	C
74-2024	05/09/2024	05/09/2024	STD	Daily Receipts-CNB Registers	\$0.75	C
75-2024	05/13/2024	05/13/2024	STD	Daily Receipts-CNB Registers	\$29.60	C
75-2024	05/13/2024	05/13/2024	STD	Daily Receipts-CNB Registers	\$0.10	C
79-2024	05/16/2024	05/16/2024	STD	Daily Receipts-CNB Registers	\$14.05	C
79-2024	05/16/2024	05/16/2024	STD	Daily Receipts-CNB Registers	\$1.20	C
80-2024	05/20/2024	05/20/2024	STD	Daily Receipts-CNB Registers	\$2.55	C
80-2024	05/20/2024	05/20/2024	STD	Daily Receipts-CNB Registers	\$1.50	C
81-2024	05/23/2024	05/23/2024	STD	Daily Receipts-CNB Registers	\$13.70	C
81-2024	05/23/2024	05/23/2024	STD	Daily Receipts-CNB Registers	\$17.70	C
82-2024	05/28/2024	05/28/2024	STD	Daily Receipts-CNB Registers	\$0.95	C
82-2024	05/28/2024	05/28/2024	STD	Daily Receipts-CNB Registers	\$1.10	C
82-2024	05/28/2024	05/28/2024	STD	Daily Receipts-CNB Registers	\$0.05	C
82-2024	05/28/2024	05/28/2024	STD	Daily Receipts-CNB Registers	\$3.55	C
83-2024	05/30/2024	05/30/2024	STD	Daily Receipts-CNB Registers	\$4.10	C
83-2024	05/30/2024	05/30/2024	STD	Daily Receipts-CNB Registers	\$0.50	C
Account Total:					<u>\$150.40</u>	

Account Code: 1000-399-0398

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$11.00	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$4.50	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$1.50	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$6.00	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$1.25	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$0.75	C
74-2024	05/09/2024	05/09/2024	STD	Daily Receipts-CNB Registers	\$3.00	C
80-2024	05/20/2024	05/20/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
81-2024	05/23/2024	05/23/2024	STD	Daily Receipts-CNB Registers	\$4.00	C
83-2024	05/30/2024	05/30/2024	STD	Daily Receipts-CNB Registers	\$2.00	C
Account Total:					<u>\$35.00</u>	

Account Code: 1000-612-2018

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
81-2024	05/23/2024	05/23/2024	STD	Daily Receipts-CNB Registers	\$50.00	C
Account Total:					<u>\$50.00</u>	

Revenue Receipt Register

May 2024

Account Code: 1000-651-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$10.00	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$269.30	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$95.25	C
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$100.05	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$53.65	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$45.75	C
72-2024	05/06/2024	05/06/2024	STD	Daily Receipts-CNB Registers	\$37.00	C
74-2024	05/09/2024	05/09/2024	STD	Daily Receipts-CNB Registers	\$13.75	C
75-2024	05/13/2024	05/13/2024	STD	Daily Receipts-CNB Registers	\$11.50	C
75-2024	05/13/2024	05/13/2024	STD	Daily Receipts-CNB Registers	\$9.00	C
81-2024	05/23/2024	05/23/2024	STD	Daily Receipts-CNB Registers	\$16.00	C
82-2024	05/28/2024	05/28/2024	STD	Daily Receipts-CNB Registers	\$6.00	C
Account Total:					\$667.25	

Account Code: 1000-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
84-2024	05/24/2024	05/30/2024	INT	CD072716	\$85.68	C
85-2024	05/24/2024	05/30/2024	INT	CD042517	\$8.98	C
86-2024	05/30/2024	05/30/2024	INT	CD082817	\$86.65	C
87-2024	05/31/2024	06/03/2024	INT	Money Mark	\$190.29	C
88-2024	05/31/2024	06/03/2024	INT	Hunt. MM	\$192.43	C
Account Total:					\$564.03	

Account Code: 1000-820-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
66-2024	05/02/2024	05/02/2024	STD	Daily Receipts-CNB Registers	\$12.21	C
Account Total:					\$12.21	

Account Code: 4001-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
87-2024	05/31/2024	06/03/2024	INT	Money Mark	\$225.01	C
88-2024	05/31/2024	06/03/2024	INT	Hunt. MM	\$227.53	C
Account Total:					\$452.54	
Report Total:					\$72,690.37	

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 5/31/2024

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-190-0000	Other - Local Taxes	\$25.00	\$5.32	\$19.68	21.280%
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	\$241,455.18	\$391,784.82	38.130%
1000-240-0012	Public Library Fund - State{CARROLL CO.}	\$168,434.00	\$64,224.35	\$104,209.65	38.130%
1000-240-0013	Public Library Fund - State{COLUMBIANA CO.}	\$19,919.00	\$7,595.23	\$12,323.77	38.131%
1000-310-0311	Patron Fines and Lost Item Income{FINES & FEES}	\$350.00	\$263.24	\$86.76	75.211%
1000-310-0312	Patron Fines and Lost Item Income{LOST ITEM}	\$200.00	\$49.50	\$150.50	24.750%
1000-310-0314	Patron Fines and Lost Item Income{NOTARY FEE}	\$0.00	\$0.10	-\$0.10	0.000%
1000-340-0000	Patron Coin-Operated Machine Income	\$1,750.00	\$991.77	\$758.23	56.673%
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	\$676.95	\$823.05	45.130%
1000-399-0398	Other - Patron Fines and Fees{FAX FEE}	\$500.00	\$246.50	\$253.50	49.300%
1000-611-0000	Restricted Contributions - Individuals	\$0.00	\$520.00	-\$520.00	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	\$1,700.00	-\$200.00	113.333%
1000-613-0000	Restricted Contributions - Foundations	\$0.00	\$0.00	\$0.00	0.000%
1000-651-0000	Unrestricted Contributions - Individuals	\$4,000.00	\$1,555.73	\$2,444.27	38.893%
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	\$3,661.40	\$2,338.60	61.023%
1000-820-0000	Sale of Supplies for Resale	\$100.00	\$81.68	\$18.32	81.680%
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	\$0.00	\$1,500.00	0.000%
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 5/31/2024

Fund 1000 Sub-Total:	\$839,568.00	\$323,034.63	\$516,533.37	38.476%
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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	\$3,513.15	-\$3,513.15	0.000%
4001-872-0000	Insurance Reimbursements	\$0.00	\$0.00	\$0.00	0.000%
4001-931-0000	Transfers - In	\$50,000.00	\$0.00	\$50,000.00	0.000%
Fund 4001 Sub-Total:		\$50,000.00	\$3,513.15	\$46,486.85	7.026%
Report Total:		\$889,568.00	\$326,547.78	\$563,020.22	36.709%

Bank Reconciliation

Reconciled Date 5/31/2024

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Prior UAN Balance:		\$1,045,467.83
Receipts:	+	\$92,695.37
Payments:	-	\$113,066.59
Adjustments:	+	\$0.00
Current UAN Balance as of 05/31/2024:		\$1,025,096.61
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 05/31/2024:		<u>\$1,025,096.61</u>
Entered Bank Balances as of 05/31/2024:		\$1,037,879.71
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$12,783.10
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$0.00
Adjusted Bank Balances as of 05/31/2024:		<u>\$1,025,096.61</u>

Balances Reconciled

Governing Board Signatures

There are no outstanding receipts as of 05/31/2024.

There are no outstanding adjustments as of 05/31/2024.

Bank Balances

Reconciled Date 5/31/2024

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Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		\$78,990.43	\$77,898.53	\$77,898.53	\$0.00
Secondary	CHANGE AMT		\$109.20	\$109.20	\$109.20	\$0.00
Secondary	PETTYCASH2		\$70.00	\$70.00	\$70.00	\$0.00
Investment	CD042517		\$21,842.60	\$21,851.58	\$21,851.58	\$0.00
Investment	CD072716		\$22,425.68	\$22,511.36	\$22,511.36	\$0.00
Investment	CD082817		\$22,677.94	\$22,764.59	\$22,764.59	\$0.00
Investment	CDAR-HUNT		\$75,013.46	\$75,013.46	\$75,013.46	\$0.00
Investment	Hunt. MM		\$165,276.89	\$165,691.85	\$165,691.85	\$0.00
Investment	Money Mark		\$671,553.84	\$651,969.14	\$651,969.14	\$0.00
Investment	STAR OHIO		\$0.00	\$0.00	\$0.00	\$0.00
Total:			\$1,057,960.04	\$1,037,879.71	\$1,037,879.71	\$0.00

Outstanding Payments

Reconciled Date 5/31/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	471-2024	05/20/2024	PC CoPilot	\$725.00
PRIMARY	Electronic	475-2024	05/23/2024	dray home repair	\$357.50
PRIMARY	Electronic	494-2024	05/28/2024	AMAZON	\$30.82
PRIMARY	Electronic	495-2024	05/28/2024	AMAZON	\$31.78
PRIMARY	Electronic	497-2024	05/28/2024	AMAZON	\$41.98
PRIMARY	Electronic	498-2024	05/28/2024	AMAZON	\$165.61
PRIMARY	Electronic	499-2024	05/28/2024	Jim Hetrick	\$30.00
PRIMARY	Electronic	500-2024	05/28/2024	CLEAN - N - GREEN	\$85.00
PRIMARY	Electronic	503-2024	05/31/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	504-2024	05/31/2024	Ohio Department of Taxation	\$792.86
PRIMARY	Electronic	505-2024	05/31/2024	RITA	\$597.19
PRIMARY	Electronic	507-2024	05/30/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	508-2024	05/30/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$405.00
PRIMARY	Electronic	509-2024	05/30/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$1,977.76
PRIMARY	Electronic	510-2024	05/31/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$6,371.51
PRIMARY	Electronic	511-2024	05/30/2024	Solid Waste And Recycling	\$120.00
PRIMARY	Electronic	512-2024	05/30/2024	AMAZON	\$32.92
PRIMARY	Electronic	513-2024	05/30/2024	copeco	\$411.50
PRIMARY	Electronic	514-2024	05/30/2024	MORNING JOURNAL	\$135.20
PRIMARY	Electronic	582-2023	10/02/2023	Laken Underwood	\$17.69
PRIMARY	Warrant	7007	02/01/2024	Laken Underwood	\$55.42
PRIMARY	Warrant	7011	05/30/2024	BRENDA GRIFFITH	\$227.42
					\$12,783.10

Cleared Payments

Reconciled Date 5/31/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	383-2024	04/18/2024	BAKER & TAYLOR BOOKS	\$250.50
PRIMARY	Electronic	384-2024	04/18/2024	BAKER & TAYLOR BOOKS	\$410.86
PRIMARY	Electronic	389-2024	04/22/2024	BAKER & TAYLOR BOOKS	\$27.25
PRIMARY	Electronic	390-2024	04/22/2024	BAKER & TAYLOR BOOKS	\$31.54
PRIMARY	Electronic	391-2024	04/22/2024	Jan Clark	\$290.00
PRIMARY	Electronic	392-2024	04/25/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	393-2024	04/25/2024	CLEAN - N - GREEN	\$85.00
PRIMARY	Electronic	394-2024	04/25/2024	AMAZON	\$6.77
PRIMARY	Electronic	395-2024	05/02/2024	Coral B Abel	\$230.92
PRIMARY	Electronic	396-2024	05/02/2024	Jennifer Baker	\$376.15
PRIMARY	Electronic	397-2024	05/02/2024	Sue E Barrick	\$402.59
PRIMARY	Electronic	398-2024	05/02/2024	Jennifer Bates	\$1,375.56
PRIMARY	Electronic	399-2024	05/02/2024	Eli Benzel	\$450.45
PRIMARY	Electronic	400-2024	05/02/2024	Dianne Ferrell	\$36.75
PRIMARY	Electronic	401-2024	05/02/2024	Brenda A Griffith	\$2,038.28
PRIMARY	Electronic	402-2024	05/02/2024	Rhonda Grogg	\$389.64
PRIMARY	Electronic	403-2024	05/02/2024	Heather Husted	\$908.90
PRIMARY	Electronic	404-2024	05/02/2024	Donna Kohler	\$417.53
PRIMARY	Electronic	405-2024	05/02/2024	Lisa Lutes	\$534.64
PRIMARY	Electronic	406-2024	05/02/2024	Jersey Moss	\$497.30
PRIMARY	Electronic	407-2024	05/02/2024	Kendra Selby	\$814.01
PRIMARY	Electronic	408-2024	05/02/2024	Payton S Selby	\$144.31
PRIMARY	Electronic	409-2024	05/02/2024	Anne Tokos	\$85.49
PRIMARY	Electronic	410-2024	05/02/2024	Laken Underwood	\$936.22
PRIMARY	Electronic	411-2024	05/02/2024	Nicole Weber	\$1,277.34
PRIMARY	Electronic	413-2024	04/29/2024	WHITAKER-MYERS INSURANCE	\$10,207.00
PRIMARY	Electronic	414-2024	04/29/2024	Solid Waste And Recycling	\$120.00
PRIMARY	Electronic	415-2024	04/29/2024	21ST CENTURY ALARM	\$112.50
PRIMARY	Electronic	416-2024	04/29/2024	RENTWEAR, INC.	\$107.16
PRIMARY	Electronic	417-2024	04/29/2024	AMAZON	\$147.38
PRIMARY	Electronic	418-2024	04/29/2024	copeco	\$411.50
PRIMARY	Electronic	419-2024	04/29/2024	STANDARD PLUMBING AND HEATING CO	\$57.97
PRIMARY	Electronic	420-2024	05/15/2024	AMERICAN ELECTRIC POWER	\$1,623.96
PRIMARY	Electronic	421-2024	05/02/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00

Cleared Payments

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	422-2024	05/03/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$6,365.62
PRIMARY	Electronic	423-2024	05/02/2024	AMAZON	\$214.35
PRIMARY	Electronic	424-2024	05/02/2024	BOOK FARM	\$2,088.15
PRIMARY	Electronic	429-2024	05/15/2024	COLUMBIA GAS OF OHIO	\$432.87
PRIMARY	Electronic	430-2024	05/06/2024	INDEPENDENT ELEVATOR CO., INC.	\$350.00
PRIMARY	Electronic	431-2024	05/06/2024	INDEPENDENT ELEVATOR CO., INC.	\$231.00
PRIMARY	Electronic	432-2024	05/06/2024	STANDARD PLUMBING AND HEATING CO	\$2,144.05
PRIMARY	Electronic	433-2024	05/06/2024	MIDWEST TAPE	\$1,765.91
PRIMARY	Electronic	435-2024	05/09/2024	copeco	\$472.83
PRIMARY	Electronic	436-2024	05/09/2024	OHIO LIBRARY COUNCIL	\$400.00
PRIMARY	Electronic	437-2024	05/09/2024	MINERVA AREA CHAMBER OF COMMERCE	\$120.00
PRIMARY	Electronic	438-2024	05/09/2024	OHIO LIBRARY COUNCIL	\$2,301.00
PRIMARY	Electronic	439-2024	05/09/2024	STANDARD PLUMBING AND HEATING CO	\$392.00
PRIMARY	Electronic	440-2024	05/09/2024	dray home repair	\$535.43
PRIMARY	Electronic	441-2024	05/09/2024	SAND ROCK MINERAL WATER CO.	\$25.00
PRIMARY	Electronic	442-2024	05/09/2024	Stark County District Library	\$581.05
PRIMARY	Electronic	443-2024	05/10/2024	FIRST COMMUNICATIONS	\$713.43
PRIMARY	Electronic	444-2024	05/10/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$88.65
PRIMARY	Electronic	445-2024	05/10/2024	AMAZON	\$291.33
PRIMARY	Electronic	446-2024	05/10/2024	AMAZON	\$9.99
PRIMARY	Electronic	447-2024	05/10/2024	MINERVA AREA CHAMBER OF COMMERCE	\$50.00
PRIMARY	Electronic	448-2024	05/16/2024	Coral B Abel	\$269.20
PRIMARY	Electronic	449-2024	05/16/2024	Jennifer Baker	\$376.15
PRIMARY	Electronic	450-2024	05/16/2024	Sue E Barrick	\$402.59
PRIMARY	Electronic	451-2024	05/16/2024	Jennifer Bates	\$1,129.38
PRIMARY	Electronic	452-2024	05/16/2024	Eli Benzel	\$393.63
PRIMARY	Electronic	453-2024	05/16/2024	Brenda A Griffith	\$1,822.11
PRIMARY	Electronic	454-2024	05/16/2024	Rhonda Grogg	\$592.01
PRIMARY	Electronic	455-2024	05/16/2024	Heather Husted	\$656.28
PRIMARY	Electronic	456-2024	05/16/2024	Donna Kohler	\$523.96
PRIMARY	Electronic	457-2024	05/16/2024	Lisa Lutes	\$472.62
PRIMARY	Electronic	458-2024	05/16/2024	Jersey Moss	\$402.59

Cleared Payments

Reconciled Date 5/31/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	459-2024	05/16/2024	Kendra Selby	\$814.00
PRIMARY	Electronic	460-2024	05/16/2024	Payton S Selby	\$187.60
PRIMARY	Electronic	461-2024	05/16/2024	Anne Tokos	\$121.29
PRIMARY	Electronic	462-2024	05/16/2024	Laken Underwood	\$887.08
PRIMARY	Electronic	463-2024	05/16/2024	Nicole Weber	\$1,031.16
PRIMARY	Electronic	465-2024	05/13/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	\$96.00
PRIMARY	Electronic	466-2024	05/17/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	467-2024	05/16/2024	AMAZON	\$67.76
PRIMARY	Electronic	468-2024	05/16/2024	AMAZON	\$526.94
PRIMARY	Electronic	469-2024	05/16/2024	DEMCO, INC.	\$320.74
PRIMARY	Electronic	470-2024	05/16/2024	Consumers Credit Card	\$66.72
PRIMARY	Electronic	472-2024	05/20/2024	BAKER & TAYLOR BOOKS	\$3,320.67
PRIMARY	Electronic	473-2024	05/20/2024	BAKER & TAYLOR BOOKS	\$227.06
PRIMARY	Electronic	477-2024	05/30/2024	Coral B Abel	\$269.20
PRIMARY	Electronic	478-2024	05/30/2024	Jennifer Baker	\$396.33
PRIMARY	Electronic	479-2024	05/30/2024	Sue E Barrick	\$402.59
PRIMARY	Electronic	480-2024	05/30/2024	Jennifer Bates	\$1,148.93
PRIMARY	Electronic	481-2024	05/30/2024	Eli Benzel	\$369.71
PRIMARY	Electronic	482-2024	05/30/2024	Brenda A Griffith	\$1,822.10
PRIMARY	Electronic	483-2024	05/30/2024	Rhonda Grogg	\$569.08
PRIMARY	Electronic	484-2024	05/30/2024	Heather Husted	\$656.28
PRIMARY	Electronic	485-2024	05/30/2024	Donna Kohler	\$521.25
PRIMARY	Electronic	486-2024	05/30/2024	Lisa Lutes	\$478.42
PRIMARY	Electronic	487-2024	05/30/2024	Jersey Moss	\$201.96
PRIMARY	Electronic	488-2024	05/30/2024	Kendra Selby	\$939.43
PRIMARY	Electronic	489-2024	05/30/2024	Payton S Selby	\$228.26
PRIMARY	Electronic	490-2024	05/30/2024	Anne Tokos	\$154.34
PRIMARY	Electronic	491-2024	05/30/2024	Laken Underwood	\$1,059.32
PRIMARY	Electronic	492-2024	05/30/2024	Nicole Weber	\$1,049.15
PRIMARY	Electronic	496-2024	05/28/2024	RENTWEAR, INC.	\$107.16
PRIMARY	Electronic	501-2024	05/15/2024	HUNTINGTON	\$5.00
PRIMARY	Electronic	502-2024	05/30/2024	CONSUMERS NATIONAL BANK	\$7.20
PRIMARY	Electronic	506-2024	05/31/2024	EFTPS	\$3,615.09
PRIMARY	Electronic	515-2024	05/31/2024	CONSUMERS NATIONAL BANK	\$30.00

Cleared Payments

Reconciled Date 5/31/2024

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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	516-2024	05/31/2024	CONSUMERS NATIONAL BANK	\$25.00
PRIMARY	Warrant	7009	05/02/2024	Library Design associates, inc.	\$19,355.00
PRIMARY	Warrant	7010	05/23/2024	BRENDA GRIFFITH	\$40.56
Hunt. MM	Inv Transfer		05/15/2024	Transfer From Investment Hunt. MM	\$5.00
Money Mark	Inv Transfer		05/10/2024	Transfer From Investment Money Mark	\$20,000.00
					\$112,752.97

Cleared Receipts

Reconciled Date 5/31/2024

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Account	Type	Ticket #	Receipt #	Post Date	Source	Amount
PRIMARY	Standard		66-2024	05/02/2024	Daily Receipts-CNB Registers	\$595.00
PRIMARY	Standard		72-2024	05/06/2024	Daily Receipts-CNB Registers	\$187.90
PRIMARY	Standard		73-2024	05/07/2024	PAYPAL INC	\$64.61
PRIMARY	Standard		74-2024	05/09/2024	Daily Receipts-CNB Registers	\$62.05
PRIMARY	Standard		77-2024	05/10/2024	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,708.25
PRIMARY	Standard		76-2024	05/11/2024	STARK COUNTY AUDITOR'S OFFICE	\$54,305.82
PRIMARY	Standard		75-2024	05/13/2024	Daily Receipts-CNB Registers	\$52.50
PRIMARY	Standard		78-2024	05/14/2024	CARROLL COUNTY AUDITOR'S OFFICE	\$14,444.73
PRIMARY	Standard		79-2024	05/16/2024	Daily Receipts-CNB Registers	\$36.10
PRIMARY	Standard		80-2024	05/20/2024	Daily Receipts-CNB Registers	\$37.99
PRIMARY	Standard		81-2024	05/23/2024	Daily Receipts-CNB Registers	\$124.10
PRIMARY	Standard		82-2024	05/28/2024	Daily Receipts-CNB Registers	\$34.65
PRIMARY	Standard		83-2024	05/30/2024	Daily Receipts-CNB Registers	\$20.10
PRIMARY	Inv Transfer			05/10/2024	Transfer From Investment Money Mark	\$20,000.00
PRIMARY	Inv Transfer			05/15/2024	Transfer From Investment Hunt. MM	\$5.00
CD042517	Interest		85-2024	05/24/2024	CD042517	\$8.98
CD072716	Interest		84-2024	05/24/2024	CD072716	\$85.68
CD082817	Interest		86-2024	05/30/2024	CD082817	\$86.65
Hunt. MM	Interest		88-2024	05/31/2024	Hunt. MM	\$419.96
Money Mark	Interest		87-2024	05/31/2024	Money Mark	\$415.30
						\$92,695.37

Cleared Adjustments

Reconciled Date 5/31/2024

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<u>Account</u>	<u>Type</u>	<u>Item #</u>	<u>Post Date</u>	<u>Source or Payee</u>	<u>Amount</u>
PRIMARY	Payment Adj	389-2024	04/22/2024	BAKER & TAYLOR BOOKS	-\$22.73
					-\$22.73

Fund Status

As Of 5/31/2024

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	45.938%	\$472,740.87	\$67,127.53	\$405,613.34
4001	Capital Projects	54.062%	\$552,355.74	\$75,013.46	\$477,342.28
All Funds Total			\$1,025,096.61	\$142,140.99	\$882,955.62
Pooled Investments					\$817,660.99
Secondary Checking Accounts					\$179.20
Available Primary Checking Balance					\$65,115.43

Last reconciled to bank: 05/31/2024 – Total other adjusting factors: \$0.00

MINERVA PUBLIC LIBRARY, STARK COUNTY
Appropriation Status

By Fund
As Of 5/31/2024

Fund: General
Pooled Balance: \$405,613.34
Non-Pooled Balance: \$67,127.53
Total Cash Balance: \$472,740.87

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	\$99,200.00	\$0.00	\$42,187.26	\$57,012.74	42.527%
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	\$262,200.00	\$0.00	\$92,845.33	\$169,354.67	35.410%
1000-110-110-0004	D Salaries(SUBSTITUTES)	\$0.00	\$0.00	\$41,000.00	\$0.00	\$17,103.46	\$23,896.54	41.716%
1000-110-110-0005	D Salaries(SERVICE WORKERS)	\$0.00	\$0.00	\$8,000.00	\$0.00	\$1,481.73	\$6,518.27	18.522%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$55,000.00	\$0.00	\$20,585.01	\$34,414.99	37.427%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$6,000.00	\$0.00	\$2,151.88	\$3,848.12	35.865%
1000-110-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$50,000.00	\$13,507.06	\$6,492.94	\$30,000.00	12.989%
1000-110-222-0000	Life Insurance	\$0.00	\$0.00	\$1,000.00	\$262.50	\$187.50	\$550.00	18.750%
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	\$750.00	\$304.00	\$0.00	22.190%
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	\$418.95	\$581.05	\$0.00	58.105%
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	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
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(PROGRAMMING SUPPLIES)	\$0.00	\$0.00	\$8,000.00	\$870.18	\$6,164.50	\$965.32	77.058%
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	\$13,118.82	\$4,881.18	\$6,000.00	20.338%
1000-120-411-2000	Books and Pamphlets(YOUTH DEPT. BOOKS)	\$0.00	\$0.00	\$20,000.00	\$6,573.46	\$8,426.54	\$5,000.00	42.133%
1000-120-411-2022	Books and Pamphlets(Egile 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	\$166.40	\$4,833.60	\$2,000.00	69.051%

Report reflects selected information.

MINERVA PUBLIC LIBRARY, STARK COUNTY

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Appropriation Status

By Fund

As Of 5/31/2024

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	\$4,447.43	\$552.57	\$0.00	11.051%
1000-120-413-1007	Audiovisual Materials(DOWNLOADABLE CONTENT)	\$0.00	\$0.00	\$28,000.00	\$13,205.08	\$11,794.92	\$3,000.00	42.125%
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	\$5,000.00	\$2,447.86	\$140.13	\$2,412.01	2.803%
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	\$0.00	0.000%
1000-120-459-0008	Other - Supplies(CATALOGING & PROCESSING SUPPL.)	\$0.00	\$0.00	\$3,500.00	\$1,824.22	\$1,675.78	\$1,000.00	47.879%
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	\$5,405.93	\$3,594.07	\$0.00	39.934%
1000-210-332-0000	Maintenance and Repair on Equipment	\$0.00	\$0.00	\$46,250.00	\$32,260.94	\$13,989.06	\$0.00	30.247%
1000-210-334-0000	Trash Removal	\$0.00	\$0.00	\$1,650.00	\$640.00	\$660.00	\$350.00	40.000%
1000-210-339-0000	Other - Property Maint. Repair & Security Svc	\$0.00	\$0.00	\$35,950.00	\$18,693.32	\$5,006.68	\$12,250.00	13.927%
1000-210-361-0000	Electricity	\$0.00	\$0.00	\$25,000.00	\$16,705.83	\$8,294.17	\$0.00	33.177%
1000-210-362-0000	Water and Sewage	\$0.00	\$0.00	\$700.00	\$557.72	\$142.28	\$0.00	20.326%
1000-210-363-0000	Natural Gas	\$0.00	\$0.00	\$13,000.00	\$9,800.25	\$3,199.75	\$0.00	24.613%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-110-0001	D Salaries(ADMINISTRATIVE SALARIES)	\$0.00	\$0.00	\$5,000.00	\$2,638.42	\$2,361.58	\$0.00	47.232%
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	\$120.00	\$0.00	\$0.00	0.000%
1000-230-312-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$1,700.00	\$385.47	\$1,314.53	\$0.00	77.325%
1000-230-322-0000	Postage	\$0.00	\$0.00	\$300.00	\$292.16	\$7.84	\$0.00	2.613%
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	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
1000-230-329-0000	Other - Communications,Printing and Publicity	\$0.00	\$0.00	\$800.00	\$474.00	\$326.00	\$0.00	40.750%
1000-230-341-0000	Property Insurance Premiums	\$0.00	\$0.00	\$11,000.00	\$0.00	\$10,375.00	\$625.00	94.318%
1000-230-343-0000	Fidelity Bond Premiums	\$0.00	\$0.00	\$275.00	\$0.00	\$0.00	\$275.00	0.000%
1000-230-351-0000	Rents and Leases	\$0.00	\$0.00	\$6,100.00	\$2,392.08	\$3,667.92	\$40.00	60.130%
1000-230-371-0000	Auditing Services	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.000%
1000-230-372-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$3,100.00	\$2,338.00	\$762.00	\$0.00	24.581%

Report reflects selected information.

MINERVA PUBLIC LIBRARY, STARK COUNTY
Appropriation Status

By Fund

As Of 5/31/2024

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	\$14,900.00	\$14,466.60	\$433.40	\$0.00	2.909%
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	\$4,000.00	\$842.73	\$2,157.27	\$1,000.00	53.932%
1000-230-454-0000	Supplies Purchased for Resale	\$0.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	0.000%
1000-230-510-0000	Dues and Memberships	\$0.00	\$0.00	\$22,526.00	\$11,481.72	\$11,044.28	\$0.00	49.029%
1000-230-520-0000	D Taxes and Assessments	\$0.00	\$0.00	\$125.00	\$0.00	\$2.00	\$123.00	1.600%
1000-230-550-0000	Refunds and Reimbursements	\$0.00	\$0.00	\$124.00	\$0.00	\$0.00	\$124.00	0.000%
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	\$2,998.54	\$1,001.46	\$0.00	25.037%
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	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.000%
1000-930-930-0000	Contingencies	\$0.00	\$0.00	\$19,500.00	\$0.00	\$0.00	\$19,500.00	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	\$180,111.17	\$293,053.16	\$443,541.67	31.968%

Fund: Capital Projects

Pooled Balance: \$477,342.28

Non-Pooled Balance: \$75,013.46

Total Cash Balance: \$552,355.74

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	\$60,467.40	\$10,988.00	\$48,544.60	9.157%
4001-760-720-0000	Land Improvement	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
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(Egite 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	\$0.00	\$20,099.98	\$9,900.02	67.000%
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	\$60,467.40	\$31,087.98	\$63,444.62	20.057%
	Report Total:	\$0.00	\$0.00	\$1,071,706.00	\$240,578.57	\$324,141.14	\$506,986.29	30.245%

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	\$21,851.58	0.50%	\$45.45	\$1,327.12	04/25/2017	03/25/2025		
CD072716	CONSUMERS 0106125341 exp 10/27/2024	\$22,511.36	4.64%	\$396.63	\$2,333.62	03/27/2024	10/27/2024		
CD082817	CONSUMERS 0106774145 CD 10/28/24	\$22,764.59	4.64%	\$401.09	\$2,017.53	03/28/2024	10/28/2024		
CDAR-HUNT	CDAR HUNTINGTON 5.2%	\$75,013.46	5.20%	\$0.00	\$0.00	08/10/2023	08/08/2024		
Hunt. MM	Huntington Money Market	\$165,691.85	3.00%	\$2,049.17	\$3,859.28	08/01/2023	08/01/2053		
Money Mark	Money Market Consumers	\$651,969.14	2.00%	\$4,282.21	\$10,003.61	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>\$959,801.98</u>		<u>\$7,174.55</u>	<u>\$290,214.01</u>				

MINERVA PUBLIC LIBRARY, STARK COUNTY
Appropriation Payment Register
 May 2024

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Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
Account Code: 1000-110-110-0001 Salaries{ADMINISTRATIVE SALARIES}						
401-2024	EP	05/02/2024	04/29/2024	Brenda A Griffith	\$2,038.28	C
403-2024	EP	05/02/2024	04/29/2024	Heather Husted	908.90	C
422-2024	EW	05/03/2024	05/02/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	716.30	C
453-2024	EP	05/16/2024	05/13/2024	Brenda A Griffith	1,822.11	C
455-2024	EP	05/16/2024	05/13/2024	Heather Husted	656.28	C
476-2024	EW	05/23/2024	05/23/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	170.00	V
476-2024	EW	05/23/2024	05/23/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	-170.00	V
482-2024	EP	05/30/2024	05/28/2024	Brenda A Griffith	1,822.10	C
484-2024	EP	05/30/2024	05/28/2024	Heather Husted	656.28	C
508-2024	EW	05/30/2024	05/30/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	255.00	O
504-2024	EW	05/31/2024	05/30/2024	Ohio Department of Taxation	379.45	O
505-2024	EW	05/31/2024	05/30/2024	RITA	166.32	O
506-2024	EW	05/31/2024	05/30/2024	EFTPS	1,565.19	C
510-2024	EW	05/31/2024	05/30/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	716.30	O
Account Total:					<u>\$11,702.51</u>	
Account Code: 1000-110-110-0003 Salaries{NON-PROFESSIONALS}						
396-2024	EP	05/02/2024	04/29/2024	Jennifer Baker	\$376.15	C
397-2024	EP	05/02/2024	04/29/2024	Sue E Barrick	402.59	C
398-2024	EP	05/02/2024	04/29/2024	Jennifer Bates	1,375.56	C
400-2024	EP	05/02/2024	04/29/2024	Dianne Ferrell	36.75	C
402-2024	EP	05/02/2024	04/29/2024	Rhonda Grogg	254.12	C
404-2024	EP	05/02/2024	04/29/2024	Donna Kohler	417.53	C
405-2024	EP	05/02/2024	04/29/2024	Lisa Lutes	534.64	C
407-2024	EP	05/02/2024	04/29/2024	Kendra Selby	814.01	C
410-2024	EP	05/02/2024	04/29/2024	Laken Underwood	936.22	C
411-2024	EP	05/02/2024	04/29/2024	Nicole Weber	1,277.34	C
421-2024	EW	05/02/2024	05/02/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C
422-2024	EW	05/03/2024	05/02/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	1,616.19	C
449-2024	EP	05/16/2024	05/13/2024	Jennifer Baker	376.15	C
450-2024	EP	05/16/2024	05/13/2024	Sue E Barrick	402.59	C
451-2024	EP	05/16/2024	05/13/2024	Jennifer Bates	1,129.38	C
454-2024	EP	05/16/2024	05/13/2024	Rhonda Grogg	424.75	C
456-2024	EP	05/16/2024	05/13/2024	Donna Kohler	523.96	C
457-2024	EP	05/16/2024	05/13/2024	Lisa Lutes	472.62	C
459-2024	EP	05/16/2024	05/13/2024	Kendra Selby	814.00	C
462-2024	EP	05/16/2024	05/13/2024	Laken Underwood	887.08	C
463-2024	EP	05/16/2024	05/13/2024	Nicole Weber	1,031.16	C
466-2024	EW	05/17/2024	05/16/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C

MINERVA PUBLIC LIBRARY, STARK COUNTY
Appropriation Payment Register
 May 2024

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Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
476-2024	EW	05/23/2024	05/23/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	100.00	V
476-2024	EW	05/23/2024	05/23/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	-100.00	V
478-2024	EP	05/30/2024	05/28/2024	Jennifer Baker	396.33	C
479-2024	EP	05/30/2024	05/28/2024	Sue E Barrick	402.59	C
480-2024	EP	05/30/2024	05/28/2024	Jennifer Bates	1,148.93	C
483-2024	EP	05/30/2024	05/28/2024	Rhonda Grogg	396.33	C
485-2024	EP	05/30/2024	05/28/2024	Donna Kohler	521.25	C
486-2024	EP	05/30/2024	05/28/2024	Lisa Lutes	478.42	C
488-2024	EP	05/30/2024	05/28/2024	Kendra Selby	939.43	C
491-2024	EP	05/30/2024	05/28/2024	Laken Underwood	1,059.32	C
492-2024	EP	05/30/2024	05/28/2024	Nicole Weber	1,049.15	C
507-2024	EW	05/30/2024	05/30/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	130.94	O
508-2024	EW	05/30/2024	05/30/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	150.00	O
509-2024	CH	05/30/2024	05/30/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENT	626.52	O
503-2024	EW	05/31/2024	05/30/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	O
504-2024	EW	05/31/2024	05/30/2024	Ohio Department of Taxation	378.84	O
505-2024	EW	05/31/2024	05/30/2024	RITA	353.04	O
506-2024	EW	05/31/2024	05/30/2024	EFTPS	1,397.34	C
510-2024	EW	05/31/2024	05/30/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	1,598.54	O
Account Total:					<u>\$25,249.76</u>	

Account Code: 1000-110-110-0004 Salaries(SUBSTITUTES)

395-2024	EP	05/02/2024	04/29/2024	Coral B Abel	\$230.92	C
399-2024	EP	05/02/2024	04/29/2024	Eli Benzel	450.45	C
406-2024	EP	05/02/2024	04/29/2024	Jersey Moss	497.30	C
408-2024	EP	05/02/2024	04/29/2024	Payton S Selby	144.31	C
409-2024	EP	05/02/2024	04/29/2024	Anne Tokos	85.49	C
422-2024	EW	05/03/2024	05/02/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	284.05	C
448-2024	EP	05/16/2024	05/13/2024	Coral B Abel	269.20	C
452-2024	EP	05/16/2024	05/13/2024	Eli Benzel	393.63	C
458-2024	EP	05/16/2024	05/13/2024	Jersey Moss	402.59	C
460-2024	EP	05/16/2024	05/13/2024	Payton S Selby	187.60	C
461-2024	EP	05/16/2024	05/13/2024	Anne Tokos	121.29	C
477-2024	EP	05/30/2024	05/28/2024	Coral B Abel	269.20	C
481-2024	EP	05/30/2024	05/28/2024	Eli Benzel	369.71	C
487-2024	EP	05/30/2024	05/28/2024	Jersey Moss	201.96	C
489-2024	EP	05/30/2024	05/28/2024	Payton S Selby	228.26	C
490-2024	EP	05/30/2024	05/28/2024	Anne Tokos	154.34	C
504-2024	EW	05/31/2024	05/30/2024	Ohio Department of Taxation	29.02	O
505-2024	EW	05/31/2024	05/30/2024	RITA	69.55	O

Appropriation Payment Register

May 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
506-2024	EW	05/31/2024	05/30/2024	EFTPS	67.22	C
510-2024	EW	05/31/2024	05/30/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	300.39	O
Account Total:					<u>\$4,756.48</u>	
Account Code: 1000-110-110-0005 Salaries{SERVICE WORKERS}						
402-2024	EP	05/02/2024	04/29/2024	Rhonda Grogg	\$135.52	C
422-2024	EW	05/03/2024	05/02/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	35.80	C
454-2024	EP	05/16/2024	05/13/2024	Rhonda Grogg	167.26	C
483-2024	EP	05/30/2024	05/28/2024	Rhonda Grogg	172.75	C
504-2024	EW	05/31/2024	05/30/2024	Ohio Department of Taxation	5.55	O
505-2024	EW	05/31/2024	05/30/2024	RITA	8.28	O
506-2024	EW	05/31/2024	05/30/2024	EFTPS	8.01	C
510-2024	EW	05/31/2024	05/30/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	39.57	O
Account Total:					<u>\$572.74</u>	
Account Code: 1000-110-211-0000 Ohio Public Employees Retirement System						
422-2024	EW	05/03/2024	05/02/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$3,713.28	C
510-2024	EW	05/31/2024	05/30/2024	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	3,716.71	O
Account Total:					<u>\$7,429.99</u>	
Account Code: 1000-110-213-0000 Medicare						
506-2024	EW	05/31/2024	05/30/2024	EFTPS	\$577.33	C
Account Total:					<u>\$577.33</u>	
Account Code: 1000-110-221-0000 Medical / Hospitalization Insurance						
509-2024	CH	05/30/2024	05/30/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	\$1,313.74	O
Account Total:					<u>\$1,313.74</u>	
Account Code: 1000-110-222-0000 Life Insurance						
509-2024	CH	05/30/2024	05/30/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	\$37.50	O
Account Total:					<u>\$37.50</u>	
Account Code: 1000-110-300-2017 Purchased and Contracted Services{RESTRI DOLLY PARTON LIBRA}						
442-2024	CH	05/09/2024	05/09/2024	Stark County District Library	\$581.05	C
Account Total:					<u>\$581.05</u>	
Account Code: 1000-110-450-0015 Supplies{PROGRAMING SUPPLIES}						
7010	AW	05/23/2024	05/23/2024	BRENDA GRIFFITH	\$40.56	C
495-2024	CH	05/28/2024	05/28/2024	AMAZON	31.78	O
7011	AW	05/30/2024	05/30/2024	BRENDA GRIFFITH	40.96	O
Account Total:					<u>\$113.30</u>	
Account Code: 1000-120-411-1000 Books and Pamphlets{ADULT DEPT. BOOKS}						
472-2024	CH	05/20/2024	05/20/2024	BAKER & TAYLOR BOOKS	\$1,610.21	C
498-2024	CH	05/28/2024	05/28/2024	AMAZON	165.61	O
512-2024	CH	05/30/2024	05/30/2024	AMAZON	32.92	O

Appropriation Payment Register

May 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status	
					Account Total:	\$1,808.74	
Account Code:	1000-120-411-2000	Books and Pamphlets{YOUTH DEPT. BOOKS}					
424-2024	CH	05/02/2024	05/02/2024	BOOK FARM	\$2,088.15	C	
446-2024	CH	05/10/2024	05/10/2024	AMAZON	9.99	C	
468-2024	CH	05/16/2024	05/16/2024	AMAZON	526.94	C	
472-2024	CH	05/20/2024	05/20/2024	BAKER & TAYLOR BOOKS	1,710.46	C	
494-2024	CH	05/28/2024	05/28/2024	AMAZON	30.82	O	
					Account Total:	\$4,366.36	
Account Code:	1000-120-412-0000	Periodicals					
514-2024	CH	05/30/2024	05/30/2024	MORNING JOURNAL	\$135.20	O	
					Account Total:	\$135.20	
Account Code:	1000-120-413-1006	Audiovisual Materials{Audiovisual Materials ADULT}					
473-2024	CH	05/20/2024	05/20/2024	BAKER & TAYLOR BOOKS	\$154.69	C	
					Account Total:	\$154.69	
Account Code:	1000-120-413-1007	Audiovisual Materials{DOWNLOADABLE CONTENT}					
433-2024	CH	05/06/2024	05/06/2024	MIDWEST TAPE	\$1,765.91	C	
					Account Total:	\$1,765.91	
Account Code:	1000-120-413-2006	Audiovisual Materials{Audiovisual Materials YOUTH}					
467-2024	CH	05/16/2024	05/16/2024	AMAZON	\$67.76	C	
473-2024	CH	05/20/2024	05/20/2024	BAKER & TAYLOR BOOKS	72.37	C	
					Account Total:	\$140.13	
Account Code:	1000-120-459-0008	Other - Supplies{CATALOGING & PROCESSING SUPPL.}					
469-2024	CH	05/16/2024	05/16/2024	DEMCO, INC.	\$320.74	C	
					Account Total:	\$320.74	
Account Code:	1000-210-321-0000	Telephone					
443-2024	CH	05/10/2024	05/10/2024	FIRST COMMUNICATIONS	\$713.43	C	
					Account Total:	\$713.43	
Account Code:	1000-210-332-0000	Maintenance and Repair on Equipment					
430-2024	CH	05/06/2024	05/06/2024	INDEPENDENT ELEVATOR CO., INC.	\$350.00	C	
431-2024	CH	05/06/2024	05/06/2024	INDEPENDENT ELEVATOR CO., INC.	231.00	C	
432-2024	CH	05/06/2024	05/06/2024	STANDARD PLUMBING AND HEATING CO	2,144.05	C	
439-2024	CH	05/09/2024	05/09/2024	STANDARD PLUMBING AND HEATING CO	392.00	C	
471-2024	CH	05/20/2024	05/20/2024	PC CoPilot	725.00	O	
					Account Total:	\$3,842.05	
Account Code:	1000-210-334-0000	Trash Removal					
511-2024	CH	05/30/2024	05/30/2024	Solid Waste And Recycling	\$120.00	O	
					Account Total:	\$120.00	

Appropriation Payment Register

May 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
Account Code: 1000-210-339-0000 Other - Property Maint. Repair & Security Svc						
465-2024	CH	05/13/2024	05/13/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	\$96.00	C
496-2024	CH	05/28/2024	05/28/2024	RENTWEAR, INC.	107.16	C
500-2024	CH	05/28/2024	05/28/2024	CLEAN - N - GREEN	85.00	O
Account Total:					<u>\$288.16</u>	
Account Code: 1000-210-361-0000 Electricity						
420-2024	CH	05/15/2024	04/29/2024	AMERICAN ELECTRIC POWER	\$1,623.96	C
Account Total:					<u>\$1,623.96</u>	
Account Code: 1000-210-363-0000 Natural Gas						
429-2024	CH	05/15/2024	05/06/2024	COLUMBIA GAS OF OHIO	\$432.87	C
Account Total:					<u>\$432.87</u>	
Account Code: 1000-210-452-0000 Property Maintenance/Repair Supplies & Parts						
440-2024	CH	05/09/2024	05/09/2024	dray home repair	\$535.43	C
441-2024	CH	05/09/2024	05/09/2024	SAND ROCK MINERAL WATER CO.	25.00	C
445-2024	CH	05/10/2024	05/10/2024	AMAZON	291.33	C
475-2024	CH	05/23/2024	05/23/2024	dray home repair	357.50	O
Account Total:					<u>\$1,209.26</u>	
Account Code: 1000-230-312-0000 Travel and Meeting Expense						
436-2024	CH	05/09/2024	05/09/2024	OHIO LIBRARY COUNCIL	\$400.00	C
7011	AW	05/30/2024	05/30/2024	BRENDA GRIFFITH	186.46	O
Account Total:					<u>\$586.46</u>	
Account Code: 1000-230-322-0000 Postage						
470-2024	CH	05/16/2024	05/16/2024	Consumers Credit Card	\$3.92	C
Account Total:					<u>\$3.92</u>	
Account Code: 1000-230-329-0000 Other - Communications,Printing and Publicity						
437-2024	CH	05/09/2024	05/09/2024	MINERVA AREA CHAMBER OF COMMERCE	\$120.00	C
447-2024	CH	05/10/2024	05/10/2024	MINERVA AREA CHAMBER OF COMMERCE	50.00	C
470-2024	CH	05/16/2024	05/16/2024	Consumers Credit Card	12.00	C
Account Total:					<u>\$182.00</u>	
Account Code: 1000-230-351-0000 Rents and Leases						
435-2024	CH	05/09/2024	05/09/2024	copeco	\$472.83	C
513-2024	CH	05/30/2024	05/30/2024	copeco	411.50	O
Account Total:					<u>\$884.33</u>	
Account Code: 1000-230-390-0000 Other - Purchased and Contracted Services						
444-2024	CH	05/10/2024	05/10/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$88.65	C
Account Total:					<u>\$88.65</u>	
Account Code: 1000-230-451-0007 General Administrative Supplies{OFFICE SUPPLIES}						

MINERVA PUBLIC LIBRARY, STARK COUNTY
Appropriation Payment Register
 May 2024

6/3/2024 2:21:45 PM
 UAN v2024.2

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
423-2024	CH	05/02/2024	05/02/2024	AMAZON	\$214.35	C
501-2024	CH	05/15/2024	05/30/2024	HUNTINGTON	5.00	C
497-2024	CH	05/28/2024	05/28/2024	AMAZON	41.98	O
499-2024	CH	05/28/2024	05/28/2024	Jim Hetrick	30.00	O
502-2024	CH	05/30/2024	05/30/2024	CONSUMERS NATIONAL BANK	7.20	C
515-2024	CH	05/31/2024	06/03/2024	CONSUMERS NATIONAL BANK	30.00	C
516-2024	CH	05/31/2024	06/03/2024	CONSUMERS NATIONAL BANK	25.00	C
Account Total:					<u>\$353.53</u>	
Account Code: 1000-230-510-0000 Dues and Memberships						
438-2024	CH	05/09/2024	05/09/2024	OHIO LIBRARY COUNCIL	\$2,301.00	C
Account Total:					<u>\$2,301.00</u>	
Account Code: 1000-230-590-0511 Other - Other{Information Technology}						
470-2024	CH	05/16/2024	05/16/2024	Consumers Credit Card	\$50.80	C
Account Total:					<u>\$50.80</u>	
Account Code: 4001-760-750-0000 Furniture and Equipment						
7009	AW	05/02/2024	05/02/2024	Library Design associates, inc.	\$19,355.00	C
Account Total:					<u>\$19,355.00</u>	
Report Total:					<u>\$93,061.59</u>	

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

End

Minerva Public Library

**May 2024
Financial Reports**

**Submitted for June 2024
Board Meeting**

Director's Report—June, 2024

Building and Grounds— Dray Home Repair Co. has tracked down a loud squealing in the Youth Department's work room. It is coming from a HVAC damper and we will be contacting our HVAC provider for repair. We also had one stall in the women's restroom in the youth department break so that the water would not stop flushing. Dray Home Repair needed to replace the whole flushing mechanism. They also indicated that the flushing is not at full capacity due to corrosion any will need addressed in the future.

Nature Scape Landscaping has cleaned the clogged drain on the outside of the building's HVAC ventilation trough as well as raised the ground level by the emergency exit door next to the road near the driveway entrance which should prevent the water from leaking into the building.

Happenings—Summer Reading Programs are underway. This year beside the children's summer reading program, we are also promoting an adult and teen summer reading programs with all programs utilizing the Beanstack app as well as a paper version for those less techy patrons. The first day of the youth program brought an estimate of 175 parents and children into our library to tie-dye backpacks. The teen program includes a Teen Reading Sit-In with Kendra on Mondays. The adults have weekly challenges to meet and must stop in the library once a week to receive the challenge word of the week as well as a small incentive such as a bookmark. All programs will offer some type of prize at the end of the program. As on Monday, June 10, 2024 we have 186 patrons of all ages registered through the Beanstack App for the summer reading program. We also have 23 patrons who opted to use the paper form for the summer reading program.

We are holding a Teen Iron Chef Cupcake Edition on June 20th for 10- to 17-year-old participants. There will be three outside judges and two competing teams. At the end of the night, all in attendance will enjoy the cupcake creations.

Meetings— Brenda attended the second meeting of a four-part series titled OLC New Directors Workshop on Tuesday, June 04, 2024. This class focused on Human Resources and Legal Issues.

Brenda also attended the SEO Directors meeting in Columbus on May 23, 2024. We were given the heads-up that in January 2025 SEO will be hosting an RFP

opportunity for a new provider for our Circulation Workflow System and we should expect at least a 3% increase in the annual cost in June 2026-2027. Also, for security purposes all patrons and employees pin numbers and passwords will be masked in the future. Employees will not be able to recover either of these which will require the user to reset their pin and/or password. Finally, employees Circ passwords will start requiring employees change the password every 90 days.

Brenda attended a OLC Virtual Town Hall Meeting for Library Directors only on May 30, 2024 on the topic of the PLF. Unfortunately, many libraries are cutting employee hours, implementing a hiring freeze, and reducing staff due to the prediction the PLF will not recover in this calendar year.

Brenda attended the OLC Legal Update Webinar on June 5th for the new U.S. Dept. of Labor Overtime Rules, the new Federal Law & Rules for Pregnant & Nursing Employees, the new U.S. Equal Employment Opportunity Commission (EEOC) guidance on Workplace Harassment and the recommendation for a few libraries that still are listed as an "At-will Employer" to consider removing this as it will not be a valid reason if contested.

Finally, there is a 2nd Amendment group from Michigan traveling to Ohio Public Libraries and forcing the 2nd Amendment issue by filming patrons and children inside the libraries. Approximately 15 libraries experienced these groups a few weeks ago and SEO expects this to continue. We were advised to inform these groups they are trespassing on other patrons' rights and please leave. When they do not leave it is recommended that we call our local police to escort these patrons out of the building. Let me know if you have any feedback on these recommendations.

Please be aware of House Bill 556 which is making its way through the Ohio legislation and will make it a felony charge for appearing to lead a child on sexual orientation choice by promoting library materials that could influence a child. This includes librarians and teachers if passed in its current form.

Brenda connected with Sarah Judd from the Bureau of Environmental Health & Radiation Protection through the Ohio Department of Health. The Minerva area has been labeled a high-risk zone for lead poisoning in children. The library will be receiving 160 'Happy, Healthy, Lead-Free Me!' board books and support literature for parents to hand out to library patrons to assist with keeping our children safe and lead-free.

Youth—

The Youth department has requested we hire a full-time LAll position. I ran an analysis of hours worked from 2023 and 2024 for both the youth department and the adult department for your review. I would like to fill the one position vacated in May which is a LAI part-time employee in the youth department. The hour analysis is attached.

The May side door count for students from the Minerva School was **1,631** students from **65** class visits. We provided **7** classroom visits to the school totaling **189** children. We provided **32 Teacher** book collections for a total of **1,355** books to the Minerva Schools. The sensory room had **436** children using it in May. The Storytime class met **3** times in May for a total of **72** children attending. Book Beginnings met **3** times in May for a total of **80** children. The Community Game/Video room had **300** children in attendance in May. We held **2** kids craft days with **17** attending.

Adults— The in-person adult craft class held at 10:30 am on the second Tuesday of each month for May had **12** adults in-person attendance. Registration is required and is usually attended by seniors.

The Take-It and Make-It craft usually reached the maximum number of registrations allowed. We disbursed **19** craft kits based on the amount of supplies we have and includes directions on how to make your craft. Registration is required. This program will be ending in July 2024.

General— The computers were signed out for use **747** times in May. Study rooms were utilized **150** times. The staff answered **1,500** reference questions which is a **47%** increase from 2023. The staff answered **714** general and technical questions in May which is a **126%** increase from 2023.

Library—

We hosted a book signing for local author Rikki Dixon on Saturday, May 25, 2024.

A copy of the Consultant Mary Ellen Gooding's contract is attached for your review.

The afternoon Tea Party on Saturday, May 18th from 10:00 am until noon was a great success with 30 individuals in attendance. Jersey Moss presented an informational session on the history of an English Tea as well as presented several books available on this subject matter. The 30 people attending this event exceeded the reservations.

**State of Ohio - State Library Board
SWRS Delivery Invoice**

Please Remit To:
274 East First Avenue
Suite 100
Columbus OH 43201

Page: 1
Invoice No: LIBDEL4305
Consolidated Invoice No:
Invoice Date: 05/28/2024
Customer Number: MINERVA PL
Payment Terms: NET 30
Due Date: 06/27/2024

Bill To:
Minerva Public Library
677 Lynnwood Dr
Minerva OH 44657-1250

AMOUNT DUE: 12,204.45 USD

Make Checks Payable To: Ohio Treasurer of State

Billing Service Period: From To

For billing questions, please call or email (614) 644-6879

To ensure proper payment processing, please be sure the invoice number is on all payments.

Line	Adj	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
Purchase Order		Contract Number		From Date	To Date		
1		SWRS DEL	SWRS Delivery	1.00	EA	12,204.4500	12,204.45
Statewide delivery services for the period of 7/1/24 to 6/30/25 per the enclosed renewal.							
SUBTOTAL:						<u>12,204.45</u>	
TOTAL AMOUNT DUE :						<u>12,204.45</u>	

STANDARD

Original

Brenda Duffel
06/03/2024

SCI Roofing Services LLC, - Contract/ Agreement

27544 ST RT 30 Kensington OH 44427

Job # 5894

Office: Ph.# 330-853-1777 info@sciroofers.com

Sales Representative: Andrew Byler Ext. 3 Email: Andrew@sciroofers.com

Customer Name: 5894: Brenda Director Date: 6/05/2024

Project Address: 677 Lynnwood Drive Mineva OH 44657

Contact # (330)-936-5997 Email minervadirector@gmail.co

Job Specifications: Check mark all that apply.

House Roof Garage Roof Out Building or Other: Minerua Public Library

Metal Shingles Gutters Downspouts * Gutter color: _____

Material profile: Dimensional Finish: Timberline HDZ Color: Match Current Roof

Notes: _____

Quote total = \$ 60,467.40

Installation:

We, at SCI Roofing Services LLC, commit to completing your project in a professional and timely manner. Your project will be performed in accord with Manufacturer's recommendations and our standard installation procedures.

See the details in our brochure. All materials and labor are included unless otherwise specified. Any job changes that may result in a cost-increase will not be executed without written agreement from customer.

Upon completion of your project, one of SCI's project managers will perform a final walk-through inspection All projects come with a 10 yr. workmanship warranty.

Payment Schedule:

A 50% down payment is required before we order materials for your project.

Make checks payable to: SCI Roofing Services, 27544 Lincoln HWY Kensington, OH 44427

The remaining 50% is due upon the day of project completion.

A 3% surcharge applies to all card payments.

Approx completion date: July 5th 2024

Included Check amount \$ _____ Check # _____ Remaining Balance = \$ _____

Service Agreement: [print name]

By signing below I, Brenda Director, agree to provide full final payment on

the day of project completion. X  Date: 6/05/2024

Contractor or Authorized Representative X  Date: 6/05/2024



Brenda Griffith <minervadirector@gmail.com>

REMINDER: New Webkit templates now available (at a limited time price)

2 messages

Laura Solomon <laura@oplin.ohio.gov>
To: Laura Solomon <laura@oplin.ohio.gov>
Bcc: minervadirector@gmail.com

Thu, May 23, 2024 at 12:42 PM

We at OPLIN are happy to announce that we are providing some new design templates for existing Webkit libraries. Currently, these are only being offered to a select number of libraries, with plans to offer them to others later in 2024.

These templates not only provide new and more comprehensive design options, but also include some functionalities that, previously, were only available as add-on modules and at an additional cost. Some of these include having a built-in sitemap, and an hours function so that you can change the hours in the site's footer and hours for specific locations on location pages. It also includes doing automatic event imports if your library uses WhoFi, LibCal, Communico or LibraryMarket for events/registration management.

As corny as it sounds, the pricing for these new templates is truly "for a limited time only." **We'll be keeping the cost of these at a 50% off promotional price point at least until June 30th.** After that, it is likely the cost will go up. Cost depends on which template a library chooses.

- Conversion to Core or Hero templates: \$360.00 (until June 30th)
- Conversion to Core Plus or Hero Plus templates: \$500 (until June 30th)

You can learn more about each template and their features here: <https://www.oplin.ohio.gov/webkit/templates>

If you are interested in converting to and ordering one of the new templates, please contact me directly at laura@oplin.ohio.gov. You can also give me a call at (614) 752-0792.

--

Laura Solomon, MCIW, MLS (She/her)
Library Services Manager, Ohio Public Library Information Network (OPLIN)
(614) 752-0792 (voice) | (614) 728-5256 (fax)
laura@oplin.ohio.gov | <https://oplin.ohio.gov>

Brenda Griffith <minervadirector@gmail.com>
To: Jennifer Bates <minervalibraryit@gmail.com>

Fri, May 24, 2024 at 10:59 AM

ask me about this

Brenda A. Griffith, Director
Minerva Public Library
677 Lynnwood Dr.
Minerva OH 44657
330-868-4101
www.minervalibrary.info

[Quoted text hidden]

CONSULTING AGREEMENT

This agreement made and entered into this 13th day of May 2024 by and between Mary Ellen Gooding (UAN Visiting Clerk), 4093 St. Rt. 212 NE Mineral City, Ohio 44656 and the Minerva Public Library, 677 Lynnwood Drive, Minerva, Ohio 44657.

I. Nature of Contract

A. Consultant will be employed as an independent contractor, to fulfill the terms of the Agreement and to act as a consultant to the Library. It is fully understood and agreed that the Consultant is an independent contractor and is not an agent, servant or employee of the Minerva Public Library.

II. Scope of Services

The Consultant shall provide professional consulting services for Minerva Public Library including, but not limited to, analyzing the needs of system users, determining and instructing in the use and operation of the procedures of the UAN accounting and payroll system.

III. Compensation

A. The Minerva Public Library shall pay the Consultant for services rendered as follows: The Consultant shall be paid at a rate of Thirty-five dollars (\$35.00) per hour including travel time. In addition to the above compensation, the Consultant shall be reimbursed for her mileage at a rate of \$.67 per mile. A minimum charge of ½ hour will apply. This is an on-going contract with the amount of time to be approved on an as needed basis.

In Witness Whereof, the parties hereto have caused the Agreement to be executed by their duly authorized officers, as of the day and year first above written.



Consultant

Phone Number 330-602-7737

By: 

Chairman, Director or Clerk/Treasurer

2023 Youth Hours Per Week

40 Kathy Heller (assisted PT)

40 Laken

40 Anna

20 Kendra

20 Lisa

160 hours

2023 Adult Hours Per Week

40 Jennifer

40 Nicole

20 Jen Baker

20 Donna

120 hours

2024 Youth Hours Per Week

40 Laken

40 Kendra

20 Lisa (works additional hours)

20 Sue

20 ~~Dianne~~ (replace needed as of 5/28)

7 Donna

15 Eli (Regular Sub)

6 Nicole (as needed)

168 hours

2024 Adult Hours Per Week

40 Jennifer

34 Nicole

20 Jen Baker

12 Coral (Regular Sub)

20 Rhonda

14 Donna

140 hours

Number of School classes increased

(Payton and Jersey now sub)

Began Adult in-house craft

Cargo increased

Number of patrons increased

(Anne, Payton and Jersey sub)

