

**Minerva Public Library  
Board of Trustees**

**August 21, 2025**

**2025 Monthly Regular  
Meeting Packet**

**Minerva Public Library  
Board of Trustees Meeting Agenda  
August 21, 2025 at 6:30 pm, Board Room**

**Attendance:**

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

Trustee: Brad Sayre\_\_\_\_\_

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:**

**Minutes:** Motion to approve the minutes from July 14, 2025.

**Discussion**

**Pay Periods in 2025:** The year 2025 will include 27 pay periods of two weeks, which varies from the usual 26 pay periods that occur in most years. Because of this, the salaried staff's total compensation differs from the usual pay period total. The board will need to approve a measure to account for this difference.

**Fiscal Officer's Report:**

**Motion to Accept:** Monthly financial reports for July 2025, and the Fiscal Officer's Monthly Report.

### **Current Revenue:**

**PLF Distribution:** The July 2025 PLF distribution is \$65,853.87 which is **12.95% less** than the \$75,655.16 received in July 2024. The PLF funding is up about **2.50%** from the budget.

### **2025 General Revenue Net Operating Position**

July Revenue	= \$ 68,520.20	Total Annual Revenue	= \$ 510,051.22
July Expense	= \$ 72,945.99	Total Annual Expenses	= \$ 457,150.62
Difference	- <b>\$ 4,425.79</b>		<b>\$ 52,900.60</b>

### **Operating Fund Expenses as Percentage of Appropriation on July 31, 2025**

2025 Appropriation	Current	2025 Expenses	As Percentage
	<b>\$1,198,425.00</b>	<b>\$457,150.62</b>	<b>38.139%</b>

### **New Business**

**Approve Resolution: 25-08-01:** To move \$2,500.00 from Contingencies account #1000-930-930-0000 to Office Supplies account #1000-230-451-007.

**Approve Resolution: 25-08-02:** To renew matured CDAR at Huntington at the current rate for \_\_\_\_\_.

**Approve Resolution: 25-08-03:** To move the pay date occurring on 1/1/2026 to 12/31/2025.

**Approve Resolution: 25-08-04:** To move to \_\_\_\_\_ due to the 27 pay period year.

**Approve Resolution: 25-08-05:** To promote Gabby Ritter to Library Assistant - Youth Services effective September 1st, 2025.

**Approve Resolution: 25-08-06:** To authorize purchasing a new set of furniture and a rug for Youth Services in the children's section in an amount up to \$8,500 from Demco.

### **Correspondence:**

Donation Letter from Cub Corner

### **Director's Report:**

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

### **July 2025 Library Statistics:**

Total circulation was **12,941**, **13.85%** below total circulation in July 2024. The July 2025 door count was **4,018** up **13.09%** from July 2024.

### **Accept Financial Gifts—July 2025:**

Restricted Business Contributions:

**Cub Corner:** \$87.71

Unrestricted Individual Contributions to the General Fund:

**Book Sale Room:** \$215.90

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<b>Total Financial Gifts:</b>	<b>\$303.61</b>
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### **In-kind Gifts for July 2025**

- **None Recorded**

### **Motion to Adjourn:**

The next Regular Board Meeting will be September 25, 2025 at 6:30 pm in the Board Room.

**Minerva Public Library  
Board of Trustees Special Budget Meeting Minutes  
July 14, 2025 at 6:30 pm, Board Room**

**Attendance:**

Trustee: Roger Bartley\_\_\_X\_\_\_\_\_  
Trustee: Brad Sayre\_\_\_\_X\_\_\_\_\_  
Trustee: Casey Milano\_\_\_X\_\_\_\_\_  
Trustee: Rebecca Miller\_\_\_X\_\_\_\_\_  
Trustee: Sarah Repella\_\_\_\_abs\_\_\_\_\_  
Trustee: Diane Ruff\_\_\_\_X\_\_\_\_\_  
Trustee: Richard Rutledge\_\_\_\_X\_\_\_\_\_

Fiscal Officer: Heather Husted\_\_\_X\_\_\_\_\_  
Director: Jason Bumbico\_\_\_\_X\_\_\_\_\_

**Call to Order:** 6:31 pm

**Adjustments to the Agenda:** none

**Public Participation:** none

**Motion to Accept:** The 2026 recommended Budget Appropriations.

1st - Ruff | 2nd - Sayre

**Motion to Adjourn:** 1st - Miller | 2nd - Rutledge

**Minerva Public Library  
Board of Trustees Meeting Minutes  
July 14, 2025 at 6:30 pm, Board Room**

**Attendance:**

Trustee: Roger Bartley\_\_X\_\_\_\_\_  
Trustee: Brad Sayre\_\_\_\_X\_\_\_\_\_  
Trustee: Casey Milano\_\_X\_\_\_\_\_  
Trustee: Rebecca Miller\_\_X\_\_\_\_\_  
Trustee: Sarah Repella\_\_abs\_\_\_\_\_  
Trustee: Diane Ruff\_\_\_\_X\_\_\_\_\_  
Trustee: Richard Rutledge\_\_X\_\_\_\_\_  
  
Fiscal Officer: Heather Husted\_\_X\_\_\_\_\_  
Director: Jason Bumbico\_\_X\_\_\_\_\_

**Call to Order:** 6:33 pm

**Adjustments to the Agenda:** none

**Public Participation:** none

**Minutes:** Motion to approve the minutes from June 26, 2025.  
1st - Milano | 2nd - Sayre

**Discussion**

None

**Executive Session**

Motion to enter Executive Session to review personnel issue.  
1st - Sayre | 2nd - Miller  
In: 6:34 pm  
Out: 6:45 pm

**Fiscal Officer's Report:**

**Motion to Accept:** Monthly financial reports for June 2025, and the Fiscal Officer's Monthly Report.  
1st - Milano | 2nd - Ruff

### **Current Revenue:**

**PLF Distribution:** The June 2025 PLF distribution is **\$81,960.15** which is **8.79%** more than the **\$75,331.46** received in June 2024. The PLF funding is up about **2.50%** from the budget.

### **2025 General Revenue Net Operating Position**

June Revenue = \$ 84,343.83 Total Annual Revenue = \$ 441,531.02 June Expense = \$ 62,051.20 Total Annual Expenses = \$ 384,204.63 Difference **\$ 22,292.63** \$ **57,326.39**

### **Operating Fund Expenses as Percentage of Appropriation on February 31, 2025**

2025 Appropriation Current 2025 Expenses As Percentage **\$1,198,425.00**  
**\$384,204.63 32.059%**

### **New Business**

**Additional Staff Hours:** In order to maintain our hours and services in terms of staff coverage, we are proposing to promote two Library Aides who have been excellent team players, as well as hiring an additional Library Aide in Youth Services.

**Approve Resolution: 25-07-01:** To promote Rachel Ohler to Library Assistant - Youth Services effective August 4, 2025. **1st - Ruff | 2nd - Sayre**

**Approve Resolution: 25-07-02:** To promote Amelia Sapp to Library Assistant - Adult Services effective August 4, 2025. **1st - Ruff | 2nd - Sayre**

**Approve Resolution: 25-07-03:** To post for the open position of Library Aide - Youth Services and begin the interviewing process when appropriate candidates are identified. **1st - Milano | 2nd - Miller**

**Janitorial Services:** Recently, we have faced a number of challenges in consistently being able to staff for the library's housekeeping. In light of this situation, we have been exploring services to help maintain the library in an effective and efficient manner.

**Approve Resolution: 25-07-04:** To contract with **QCS** Cleaning Solutions Inc. for janitorial services for a cost of \$1,820 per month for two days of service per week. **1st - Rutledge | 2nd - Miller**

**Approve Resolution: 25-07-05:** To move \$5,000 from Contingency to Property Maintenance & Repair fund **1st - Milano | 2nd - Sayre**

**Correspondence:** None

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MPL Board Agenda 7/14/25

**Director's Report:**

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

1st - Sayre | 2nd - Miller

**June 2025 Library Statistics:**

Total circulation was **13,766**, **13.85%** below total circulation in June 2024. The June 2025 door count was **3,519** up **11.93%** from June 2024.

**Accept Financial Gifts—June 2025:**

Restricted Business Contributions:

**None:** \$00.00

Unrestricted Individual Contributions to the General Fund:

**Book Sale Room:** \$80.84

**Total Financial Gifts:** \$80.84

**In-kind Gifts for June 2025**

- **John Scott Miller:** 300 Magazines | 17 Hardback Books

**Motion to Adjourn:** 1st - Milano | 2nd - Miller

The next Regular Board Meeting will be August 21, 2025 at 6:30 pm in the Board Room.



# **Minerva Public Library**

**July 2025**

**Financial Reports**

**Submitted for**

**August 2025**

**Board Meeting**

**Fiscal Officer's Report**

**Revenue Status Report**

**Revenue Receipt Register**

**Appropriation Status Report**

**Appropriation Payment Register**

**Fund Status**

**Bank Reconciliation**

**Investment Listing**

## **Fiscal Officer's Report August 2025**

1. Bank Reconciliation
  - a. Two open checks for Amazon from May
  - b. Adjustment for entry error
2. Revenue Receipt Register
  - a. \$1,518.07 of interest earned in July
  - b. \$200.00 refund from Morning Journal for overpayment
3. Appropriation Payment Register
  - a. Programming Supplies \$588.32
  - b. Book purchases \$2,847.86
  - c. Adult Audiovisual Material \$543.56
  - d. Downloadable Content \$1,697.55
  - e. Membership and Dues \$13,337.69 (NEO-RLS, and for two quarters of SEO dues)
4. Revenue Status (YTD 58%)
  - a. PLF on track in all three counties (59%)
    - i. With new state budget we are estimated to get \$337,404.20 for the rest of 2025, and we have in our budget estimated that our PLF would be \$337,041.36 for the rest of 2025
  - b. Overall Revenue Status 54.277% (includes that \$100,000 transfer to capital has not happened yet)
5. Appropriation Status (YTD 58%)
  - a. Programming Supplies 58%
  - b. Adult Books 58%
  - c. Youth Books 45%
  - d. Youth Audiovisual 59%
  - e. Office Supplies 90%
  - f. Overall Appropriation Status is 38% (includes that \$100,000 transfer to capital has not happened yet)
6. Investment Listing
  - a. \$12,356.21 interest YTD
7. Investments
  - a. CDAR is maturing from Huntington on 09/04/25
    - i. 4.05% interest rate
    - ii. 26 weeks
    - iii. \$1,341.089 interest YTD

**Revenue Status**

By Fund

As Of 7/31/2025

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-190-0000	Other - Local Taxes	\$25.00	\$0.49	\$24.51	1.960%
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	\$1,588.00	-\$1,588.00	0.000%
1000-240-0011	Public Library Fund - State{STARK CO.}	\$636,811.00	\$377,220.96	\$259,590.04	59.236%
1000-240-0012	Public Library Fund - State{CARROLL CO.}	\$169,385.00	\$100,372.95	\$69,012.05	59.257%
1000-240-0013	Public Library Fund - State{COLUMBIANA CO.}	\$20,299.00	\$11,859.73	\$8,439.27	58.425%
1000-310-0311	Patron Fines and Lost Item Income{FINES & FEES}	\$350.00	\$220.50	\$129.50	63.000%
1000-310-0312	Patron Fines and Lost Item Income{LOST ITEM}	\$0.00	\$0.00	\$0.00	0.000%
1000-310-0314	Patron Fines and Lost Item Income{NOTARY FEE}	\$0.00	\$0.00	\$0.00	0.000%
1000-340-0000	Patron Coin-Operated Machine Income	\$1,750.00	\$2,025.38	-\$275.38	115.736%
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	\$1,579.88	-\$79.88	105.325%
1000-399-0398	Other - Patron Fines and Fees{FAX FEE}	\$0.00	\$28.88	-\$28.88	0.000%
1000-611-0000	Restricted Contributions - Individuals	\$0.00	\$87.71	-\$87.71	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	\$1,500.00	\$0.00	100.000%
1000-613-0000	Restricted Contributions - Foundations	\$0.00	\$0.00	\$0.00	0.000%
1000-651-0000	Unrestricted Contributions - Individuals	\$3,000.00	\$880.86	\$2,119.14	29.362%
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	\$5,000.00	\$5,891.27	-\$891.27	117.825%
1000-820-0000	Sale of Supplies for Resale	\$100.00	\$7.51	\$92.49	7.510%
1000-831-2017	Rental of Meeting Rooms{RESTRI DOLLY PARTON LIBRARY}	\$0.00	\$5.00	-\$5.00	0.000%
1000-871-0000	Refunds for Overpayment	\$0.00	\$317.16	-\$317.16	0.000%
1000-872-0000	Insurance Reimbursements	\$0.00	\$0.00	\$0.00	0.000%
1000-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%

**Revenue Status**

UAN v2025.2

By Fund

As Of 7/31/2025

Fund 1000 Sub-Total:	\$839,720.00	\$503,586.28	\$336,133.72	59.971%
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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	\$6,464.94	-\$6,464.94	0.000%
4001-872-0000	Insurance Reimbursements	\$0.00	\$0.00	\$0.00	0.000%
4001-931-0000	Transfers - In	\$100,000.00	\$0.00	\$100,000.00	0.000%
	Fund 4001 Sub-Total:	\$100,000.00	\$6,464.94	\$93,535.06	6.465%
	Report Total:	\$939,720.00	\$510,051.22	\$429,668.78	54.277%

**Revenue Receipt Register**

UAN v2025.2

July 2025

Account Code: 1000-190-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
128-2025	07/21/2025	07/21/2025	STD	Daily Receipts-CNB Registers	\$0.05	C
138-2025	07/31/2025	07/31/2025	STD	Daily Receipts-CNB Registers	\$0.05	C
Account Total:					<u>\$0.10</u>	

Account Code: 1000-240-0011

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
120-2025	07/14/2025	07/14/2025	STD	STARK COUNTY AUDITOR'S OFFICE	\$50,756.59	C
Account Total:					<u>\$50,756.59</u>	

Account Code: 1000-240-0012

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
122-2025	07/14/2025	07/14/2025	STD	CARROLL COUNTY AUDITOR'S OFFICE	\$13,500.68	C
Account Total:					<u>\$13,500.68</u>	

Account Code: 1000-240-0013

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
121-2025	07/14/2025	07/14/2025	STD	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,596.60	C
Account Total:					<u>\$1,596.60</u>	

Account Code: 1000-310-0311

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
123-2025	07/15/2025	07/17/2025	MEMO	Daily Receipts-CNB Registers	\$12.00	C
124-2025	07/16/2025	07/17/2025	MEMO	Daily Receipts-CNB Registers	\$15.00	C
Account Total:					<u>\$27.00</u>	

Account Code: 1000-399-0397

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
113-2025	07/03/2025	07/03/2025	STD	Daily Receipts-CNB Registers	\$76.65	C
114-2025	07/07/2025	07/07/2025	MEMO	Daily Receipts-CNB Registers	\$0.60	C
115-2025	07/07/2025	07/07/2025	STD	Daily Receipts-CNB Registers	\$13.90	C
116-2025	07/08/2025	07/10/2025	MEMO	Daily Receipts-CNB Registers	\$9.95	C
117-2025	07/10/2025	07/10/2025	STD	Daily Receipts-CNB Registers	\$46.45	C
118-2025	07/14/2025	07/14/2025	MEMO	Daily Receipts-CNB Registers	\$35.00	C
119-2025	07/14/2025	07/14/2025	STD	Daily Receipts-CNB Registers	\$79.40	C
123-2025	07/15/2025	07/17/2025	MEMO	Daily Receipts-CNB Registers	\$4.50	C
124-2025	07/16/2025	07/17/2025	MEMO	Daily Receipts-CNB Registers	\$12.20	C
125-2025	07/17/2025	07/17/2025	MEMO	Daily Receipts-CNB Registers	\$0.20	C
126-2025	07/17/2025	07/17/2025	STD	Daily Receipts-CNB Registers	\$41.15	C
127-2025	07/21/2025	07/21/2025	MEMO	Daily Receipts-CNB Registers	\$4.60	C
128-2025	07/21/2025	07/21/2025	STD	Daily Receipts-CNB Registers	\$39.35	C
130-2025	07/24/2025	07/24/2025	STD	Daily Receipts-CNB Registers	\$45.65	C
131-2025	07/25/2025	07/28/2025	MEMO	Daily Receipts-CNB Registers	\$13.90	C
132-2025	07/28/2025	07/28/2025	STD	Daily Receipts-CNB Registers	\$58.25	C
137-2025	07/29/2025	07/31/2025	MEMO	Daily Receipts-CNB Registers	\$22.00	C
138-2025	07/31/2025	07/31/2025	STD	Daily Receipts-CNB Registers	\$111.90	C
Account Total:					<u>\$615.65</u>	

**Revenue Receipt Register**

UAN v2025.2

July 2025

Account Code: 1000-611-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
130-2025	07/24/2025	07/24/2025	STD	Daily Receipts-CNB Registers	\$87.71	C
Account Total:					\$87.71	

Account Code: 1000-651-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
113-2025	07/03/2025	07/03/2025	STD	Daily Receipts-CNB Registers	\$64.91	C
115-2025	07/07/2025	07/07/2025	STD	Daily Receipts-CNB Registers	\$6.25	C
117-2025	07/10/2025	07/10/2025	STD	Daily Receipts-CNB Registers	\$0.75	C
119-2025	07/14/2025	07/14/2025	STD	Daily Receipts-CNB Registers	\$36.25	C
126-2025	07/17/2025	07/17/2025	STD	Daily Receipts-CNB Registers	\$9.25	C
128-2025	07/21/2025	07/21/2025	STD	Daily Receipts-CNB Registers	\$69.49	C
130-2025	07/24/2025	07/24/2025	STD	Daily Receipts-CNB Registers	\$1.50	C
132-2025	07/28/2025	07/28/2025	STD	Daily Receipts-CNB Registers	\$15.00	C
138-2025	07/31/2025	07/31/2025	STD	Daily Receipts-CNB Registers	\$12.50	C
Account Total:					\$215.90	

Account Code: 1000-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
133-2025	07/25/2025	07/31/2025	INT	CD072716	\$71.34	C
134-2025	07/25/2025	07/31/2025	INT	CD042517	\$67.09	C
135-2025	07/28/2025	07/31/2025	INT	CD082817	\$72.14	C
136-2025	07/30/2025	07/31/2025	INT	Money Mark	\$438.03	V
136-2025	07/31/2025	08/04/2025	VOID	Money Mark	-\$438.03	V
141-2025	07/31/2025	08/04/2025	INT	Money Mark	\$429.19	C
142-2025	07/31/2025	08/04/2025	INT	Hunt. MM	\$121.63	C
Account Total:					\$761.39	

Account Code: 1000-820-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
128-2025	07/21/2025	07/21/2025	STD	Daily Receipts-CNB Registers	\$0.95	C
138-2025	07/31/2025	07/31/2025	STD	Daily Receipts-CNB Registers	\$0.95	C
Account Total:					\$1.90	

Account Code: 1000-871-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
129-2025	07/24/2025	07/24/2025	STD	Daily Receipts-CNB Registers	\$200.00	C
Account Total:					\$200.00	

Account Code: 4001-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
136-2025	07/30/2025	07/31/2025	INT	Money Mark	\$579.00	V
136-2025	07/31/2025	08/04/2025	VOID	Money Mark	-\$579.00	V
141-2025	07/31/2025	08/04/2025	INT	Money Mark	\$589.57	C
142-2025	07/31/2025	08/04/2025	INT	Hunt. MM	\$167.11	C
Account Total:					\$756.68	
Report Total:					\$68,520.20	

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

**Revenue Receipt Register**

UAN v2025.2

July 2025

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

**Appropriation Status**

UAN v2025.2

By Fund

As Of 7/31/2025

Fund: General  
Pooled Balance: \$447,483.02  
Non-Pooled Balance: \$69,724.50  
Total Cash Balance: \$517,207.52

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	\$100,000.00	\$0.00	\$54,925.28	\$45,074.72	54.925%
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	\$315,000.00	\$0.00	\$167,226.09	\$147,773.91	53.088%
1000-110-110-0004	D Salaries{SUBSTITUTES}	\$0.00	\$0.00	\$26,000.00	\$0.00	\$7,494.17	\$18,505.83	28.824%
1000-110-110-0005	D Salaries{SERVICE WORKERS}	\$0.00	\$0.00	\$31,000.00	\$0.00	\$8,169.82	\$22,830.18	26.354%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$66,080.00	\$0.00	\$32,331.43	\$33,748.57	48.928%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$6,844.00	\$0.00	\$3,250.95	\$3,593.05	47.501%
1000-110-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$65,000.00	\$9,095.12	\$25,904.88	\$30,000.00	39.854%
1000-110-222-0000	Life Insurance	\$0.00	\$0.00	\$500.00	\$187.50	\$262.50	\$50.00	52.500%
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	\$1,500.00	\$1,000.00	\$336.00	\$164.00	22.400%
1000-110-291-0000	D Unemployment Benefits	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.000%
1000-110-300-2017	Purchased and Contracted Services{RESTRI DOLLY PARTON LIBRA}	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00	0.000%
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	\$0.00	\$0.00	\$0.00	\$0.00	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	\$2,011.00	\$75.00	\$1,150.00	\$786.00	57.185%
1000-110-450-0015	Supplies{PROGRAMING SUPPLIES}	\$0.00	\$0.00	\$8,000.00	\$3,294.24	\$4,705.76	\$0.00	58.822%
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	\$1,628.78	\$14,076.16	\$8,295.06	58.651%
1000-120-411-2000	Books and Pamphlets{YOUTH DEPT. BOOKS}	\$0.00	\$0.00	\$22,500.00	\$834.73	\$10,304.78	\$11,360.49	45.799%
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	\$2,274.88	\$4,725.12	\$0.00	67.502%

Report reflects selected information.



**Appropriation Status**

UAN v2025.2

By Fund

As Of 7/31/2025

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	\$3,000.00	\$210.87	\$1,539.16	\$1,249.97	51.305%
1000-120-413-1007	Audiovisual Materials{DOWNLOADABLE CONTENT}	\$0.00	\$0.00	\$30,500.00	\$16,905.78	\$13,594.22	\$0.00	44.571%
1000-120-413-2004	Audiovisual Materials{YOUTH CDs}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-413-2006	Audiovisual Materials{Audiovisual Materials YOUTH}	\$0.00	\$0.00	\$2,500.00	\$72.42	\$1,479.53	\$948.05	59.181%
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	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.000%
1000-120-459-0008	Other - Supplies{CATALOGING & PROCESSING SUPPL.}	\$0.00	\$0.00	\$3,500.00	\$2,164.23	\$1,335.77	\$0.00	38.165%
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	\$4,063.82	\$4,936.18	\$0.00	54.846%
1000-210-332-0000	Maintenance and Repair on Equipment	\$0.00	\$0.00	\$46,250.00	\$16,763.11	\$21,736.89	\$7,750.00	46.999%
1000-210-334-0000	Trash Removal	\$0.00	\$0.00	\$2,500.00	\$1,275.00	\$1,225.00	\$0.00	49.000%
1000-210-339-0000	Other - Property Maint. Repair & Security Svc	\$0.00	\$0.00	\$27,800.00	\$13,893.48	\$13,906.52	\$0.00	50.023%
1000-210-361-0000	Electricity	\$0.00	\$0.00	\$25,000.00	\$12,222.39	\$11,274.85	\$1,502.76	45.099%
1000-210-362-0000	Water and Sewage	\$0.00	\$0.00	\$700.00	\$455.44	\$244.56	\$0.00	34.937%
1000-210-363-0000	Natural Gas	\$0.00	\$0.00	\$10,000.00	\$3,538.19	\$6,434.78	\$27.03	64.348%
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	\$8,000.00	\$6,377.10	\$1,622.90	\$0.00	20.286%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-312-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$2,500.00	\$1,192.69	\$1,307.31	\$0.00	52.292%
1000-230-322-0000	Postage	\$0.00	\$0.00	\$200.00	\$54.00	\$146.00	\$0.00	73.000%
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	\$0.00	\$40.00	\$10.00	80.000%
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	\$271.15	\$528.85	\$0.00	66.106%
1000-230-341-0000	Property Insurance Premiums	\$0.00	\$0.00	\$11,000.00	\$11,000.00	\$0.00	\$0.00	0.000%
1000-230-343-0000	Fidelity Bond Premiums	\$0.00	\$0.00	\$275.00	\$226.00	\$49.00	\$0.00	17.818%
1000-230-351-0000	Rents and Leases	\$0.00	\$0.00	\$7,100.00	\$3,864.10	\$3,235.90	\$0.00	45.576%
1000-230-371-0000	Auditing Services	\$217.30	\$0.00	\$3,000.00	\$0.00	\$217.30	\$3,000.00	6.754%
1000-230-372-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$3,100.00	\$1,576.00	\$1,524.00	\$0.00	49.161%

Report reflects selected information.

**Appropriation Status**

UAN v2025.2

By Fund

As Of 7/31/2025

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	\$15,000.00	\$14,468.10	\$531.90	\$0.00	3.546%
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	\$5,000.00	\$475.88	\$4,524.12	\$0.00	90.482%
1000-230-454-0000	Supplies Purchased for Resale	\$0.00	\$0.00	\$500.00	\$450.50	\$49.50	\$0.00	9.900%
1000-230-510-0000	Dues and Memberships	\$0.00	\$0.00	\$23,700.00	\$2,304.44	\$21,395.56	\$0.00	90.277%
1000-230-520-0000	D Taxes and Assessments	\$0.00	\$0.00	\$150.00	\$132.64	\$17.36	\$0.00	11.573%
1000-230-550-0000	Refunds and Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$5,000.00	\$2,749.84	\$2,250.16	\$0.00	45.003%
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	\$0.00	\$100,000.00	0.000%
1000-930-930-0000	Contingencies	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	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:		\$217.30	\$0.00	\$1,048,425.00	\$136,597.42	\$450,010.26	\$462,034.62	42.914%

Fund: Capital Projects

Pooled Balance: \$589,226.40

Non-Pooled Balance: \$0.00

Total Cash Balance: \$589,226.40

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	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.000%
4001-760-720-0000	Land Improvement	\$0.00	\$0.00	\$100,000.00	\$37,677.00	\$0.00	\$62,323.00	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{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	\$4,640.52	\$7,140.36	\$18,219.12	23.801%
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	\$150,000.00	\$42,317.52	\$7,140.36	\$100,542.12	4.760%
Report Total:		\$217.30	\$0.00	\$1,198,425.00	\$178,914.94	\$457,150.62	\$562,576.74	38.139%

**Appropriation Payment Register**

UAN v2025.2

July 2025

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
Account Code: 1000-110-110-0001 Salaries{ADMINISTRATIVE SALARIES}						
695-2025	EP	07/10/2025	07/07/2025	Jason Bumbico	\$1,802.81	C
700-2025	EP	07/10/2025	07/07/2025	Heather Husted	949.46	C
743-2025	EP	07/24/2025	07/21/2025	Jason Bumbico	1,802.81	C
748-2025	EP	07/24/2025	07/21/2025	Heather Husted	697.35	C
771-2025	CH	07/24/2025	07/24/2025	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	1,015.32	O
772-2025	EW	07/24/2025	07/24/2025	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	10.00	O
773-2025	EW	07/24/2025	07/24/2025	RITA	95.04	C
774-2025	EW	07/24/2025	07/24/2025	Ohio Department of Taxation	115.36	C
775-2025	EW	07/24/2025	07/24/2025	EFTPS	156.71	C
776-2025	EW	07/24/2025	07/24/2025	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	704.98	C
Account Total:					<u>\$7,349.84</u>	
Account Code: 1000-110-110-0003 Salaries{NON-PROFESSIONALS}						
691-2025	EP	07/10/2025	07/07/2025	Jennifer Baker	\$479.15	C
692-2025	EP	07/10/2025	07/07/2025	Sue E Barrick	532.98	C
693-2025	EP	07/10/2025	07/07/2025	Jennifer Bates	1,552.43	C
696-2025	EP	07/10/2025	07/07/2025	Rachael Carmine	438.89	C
697-2025	EP	07/10/2025	07/07/2025	Rhonda Grogg	165.06	C
698-2025	EP	07/10/2025	07/07/2025	Andrew Heldreth	374.67	C
701-2025	EP	07/10/2025	07/07/2025	Amy Kirkpatrick	278.81	C
702-2025	EP	07/10/2025	07/07/2025	Donna Kohler	620.39	C
703-2025	EP	07/10/2025	07/07/2025	Lisa Lutes	629.62	C
704-2025	EP	07/10/2025	07/07/2025	Rachel Ohler	365.01	C
705-2025	EP	07/10/2025	07/07/2025	Gabrielle Ritter	331.23	C
706-2025	EP	07/10/2025	07/07/2025	Amelia Sapp	358.19	C
707-2025	EP	07/10/2025	07/07/2025	Kendra Selby	945.49	C
708-2025	EP	07/10/2025	07/07/2025	Laken Underwood	1,076.75	C
709-2025	EP	07/10/2025	07/07/2025	Nicole Weber	1,528.67	C
711-2025	EW	07/11/2025	07/07/2025	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C
739-2025	EP	07/24/2025	07/21/2025	Jennifer Baker	434.62	C
740-2025	EP	07/24/2025	07/21/2025	Sue E Barrick	585.39	C
741-2025	EP	07/24/2025	07/21/2025	Jennifer Bates	1,306.25	C
744-2025	EP	07/24/2025	07/21/2025	Rachael Carmine	401.20	C
745-2025	EP	07/24/2025	07/21/2025	Rhonda Grogg	15.88	C
746-2025	EP	07/24/2025	07/21/2025	Andrew Heldreth	391.15	C
749-2025	EP	07/24/2025	07/21/2025	Amy Kirkpatrick	396.88	C
750-2025	EP	07/24/2025	07/21/2025	Donna Kohler	541.26	C
751-2025	EP	07/24/2025	07/21/2025	Lisa Lutes	609.19	C
752-2025	EP	07/24/2025	07/21/2025	Rachel Ohler	299.80	C

**Appropriation Payment Register**

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July 2025

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
753-2025	EP	07/24/2025	07/21/2025	Gabrielle Ritter	407.92	C
754-2025	EP	07/24/2025	07/21/2025	Amelia Sapp	407.46	C
755-2025	EP	07/24/2025	07/21/2025	Kendra Selby	945.49	C
757-2025	EP	07/24/2025	07/21/2025	Laken Underwood	1,076.75	C
758-2025	EP	07/24/2025	07/21/2025	Nicole Weber	1,282.49	C
770-2025	EW	07/24/2025	07/21/2025	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C
771-2025	CH	07/24/2025	07/24/2025	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	1,046.72	O
772-2025	EW	07/24/2025	07/24/2025	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	150.00	O
773-2025	EW	07/24/2025	07/24/2025	RITA	355.37	C
774-2025	EW	07/24/2025	07/24/2025	Ohio Department of Taxation	358.99	C
775-2025	EW	07/24/2025	07/24/2025	EFTPS	1,650.20	C
776-2025	EW	07/24/2025	07/24/2025	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	2,439.04	C
782-2025	EW	07/24/2025	07/28/2025	AMERICAN HERITAGE LIFE INSURANCE COMPANY	130.94	O
Account Total:					<u>\$24,990.33</u>	
Account Code: 1000-110-110-0004 Salaries{SUBSTITUTES}						
694-2025	EP	07/10/2025	07/07/2025	Eli Benzel	\$323.00	C
742-2025	EP	07/24/2025	07/21/2025	Eli Benzel	300.80	C
756-2025	EP	07/24/2025	07/21/2025	Anne Tokos	41.62	C
773-2025	EW	07/24/2025	07/24/2025	RITA	11.54	C
774-2025	EW	07/24/2025	07/24/2025	Ohio Department of Taxation	4.16	C
775-2025	EW	07/24/2025	07/24/2025	EFTPS	11.15	C
776-2025	EW	07/24/2025	07/24/2025	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	76.92	C
Account Total:					<u>\$769.19</u>	
Account Code: 1000-110-110-0005 Salaries{SERVICE WORKERS}						
699-2025	EP	07/10/2025	07/07/2025	Trista Howe	\$284.59	C
747-2025	EP	07/24/2025	07/21/2025	Trista Howe	269.34	C
773-2025	EW	07/24/2025	07/24/2025	RITA	9.61	C
774-2025	EW	07/24/2025	07/24/2025	Ohio Department of Taxation	3.84	C
775-2025	EW	07/24/2025	07/24/2025	EFTPS	9.29	C
776-2025	EW	07/24/2025	07/24/2025	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	64.07	C
Account Total:					<u>\$640.74</u>	
Account Code: 1000-110-211-0000 Ohio Public Employees Retirement System						
776-2025	EW	07/24/2025	07/24/2025	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$4,599.01	C
Account Total:					<u>\$4,599.01</u>	
Account Code: 1000-110-213-0000 Medicare						
775-2025	EW	07/24/2025	07/24/2025	EFTPS	\$455.81	C
Account Total:					<u>\$455.81</u>	
Account Code: 1000-110-221-0000 Medical / Hospitalization Insurance						

**Appropriation Payment Register**

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July 2025

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
771-2025	CH	07/24/2025	07/24/2025	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	\$4,550.70	O
Account Total:					\$4,550.70	
Account Code: 1000-110-222-0000 Life Insurance						
771-2025	CH	07/24/2025	07/24/2025	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	\$37.50	O
Account Total:					\$37.50	
Account Code: 1000-110-390-0392 Other - Purchased and Contracted Services{Powell Fund}						
7075	AW	07/10/2025	07/10/2025	McKINLEY MUSEUM	\$75.00	C
Account Total:					\$75.00	
Account Code: 1000-110-450-0015 Supplies{PROGRAMING SUPPLIES}						
678-2025	CH	07/03/2025	07/03/2025	AMAZON	\$29.99	C
714-2025	CH	07/07/2025	07/07/2025	KISHMAN'S IGA	54.37	C
721-2025	CH	07/07/2025	07/07/2025	AMAZON	80.99	C
723-2025	CH	07/07/2025	07/07/2025	AMAZON	11.75	C
729-2025	CH	07/14/2025	07/14/2025	Consumers Credit Card	262.22	C
737-2025	CH	07/17/2025	07/17/2025	AMAZON	22.42	C
779-2025	CH	07/24/2025	07/24/2025	AMAZON	6.62	C
797-2025	CH	07/31/2025	07/31/2025	AMAZON	119.96	O
Account Total:					\$588.32	
Account Code: 1000-120-411-1000 Books and Pamphlets{ADULT DEPT. BOOKS}						
722-2025	CH	07/07/2025	07/07/2025	AMAZON	\$182.13	C
726-2025	CH	07/10/2025	07/10/2025	INGRAM	43.50	C
727-2025	CH	07/10/2025	07/10/2025	AMAZON	30.80	C
734-2025	CH	07/14/2025	07/14/2025	AMAZON	444.09	C
738-2025	CH	07/17/2025	07/17/2025	AMAZON	114.49	C
760-2025	CH	07/21/2025	07/21/2025	CENTER POINT LARGE PRINT	62.92	C
768-2025	CH	07/21/2025	07/21/2025	INGRAM	182.25	C
769-2025	CH	07/21/2025	07/21/2025	INGRAM	25.67	C
777-2025	CH	07/24/2025	07/24/2025	INGRAM	77.59	O
778-2025	CH	07/24/2025	07/24/2025	AMAZON	97.73	C
786-2025	CH	07/28/2025	07/28/2025	INGRAM	41.19	O
787-2025	CH	07/28/2025	07/28/2025	INGRAM	26.25	O
790-2025	CH	07/28/2025	07/28/2025	AMAZON	432.74	O
791-2025	CH	07/28/2025	07/28/2025	INGRAM	44.88	O
Account Total:					\$1,806.23	
Account Code: 1000-120-411-2000 Books and Pamphlets{YOUTH DEPT. BOOKS}						
677-2025	CH	07/03/2025	07/03/2025	AMAZON	\$74.25	C
689-2025	CH	07/03/2025	07/03/2025	AMAZON	97.86	C
728-2025	CH	07/10/2025	07/10/2025	AMAZON	36.17	C

**Appropriation Payment Register**

UAN v2025.2

July 2025

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
763-2025	CH	07/21/2025	07/21/2025	AMAZON	411.52	C
765-2025	CH	07/21/2025	07/21/2025	AMAZON	278.29	C
788-2025	CH	07/28/2025	07/28/2025	AMAZON	20.14	O
789-2025	CH	07/28/2025	07/28/2025	AMAZON	30.55	O
795-2025	CH	07/31/2025	07/31/2025	AMAZON	68.17	O
796-2025	CH	07/31/2025	07/31/2025	AMAZON	24.68	O
Account Total:					<u>\$1,041.63</u>	
Account Code: 1000-120-412-0000 Periodicals						
729-2025	CH	07/14/2025	07/14/2025	Consumers Credit Card	\$35.00	C
735-2025	CH	07/17/2025	07/17/2025	THE REPOSITORY	35.00	C
Account Total:					<u>\$70.00</u>	
Account Code: 1000-120-413-1006 Audiovisual Materials{Audiovisual Materials ADULT}						
688-2025	CH	07/03/2025	07/03/2025	AMAZON	\$223.90	C
718-2025	CH	07/07/2025	07/07/2025	BLACKSTONE AUDIOBOOKS	319.66	C
Account Total:					<u>\$543.56</u>	
Account Code: 1000-120-413-1007 Audiovisual Materials{DOWNLOADABLE CONTENT}						
682-2025	CH	07/03/2025	07/03/2025	Kanopy Inc.	\$30.60	C
683-2025	CH	07/03/2025	07/03/2025	MIDWEST TAPE	1,666.95	C
Account Total:					<u>\$1,697.55</u>	
Account Code: 1000-120-413-2006 Audiovisual Materials{Audiovisual Materials YOUTH}						
690-2025	CH	07/03/2025	07/03/2025	AMAZON	\$156.74	C
Account Total:					<u>\$156.74</u>	
Account Code: 1000-120-459-0008 Other - Supplies{CATALOGING & PROCESSING SUPPL.}						
712-2025	CH	07/07/2025	07/07/2025	DEMCO, INC.	\$380.33	C
Account Total:					<u>\$380.33</u>	
Account Code: 1000-210-321-0000 Telephone						
725-2025	CH	07/10/2025	07/10/2025	FIRST COMMUNICATIONS	\$738.74	C
Account Total:					<u>\$738.74</u>	
Account Code: 1000-210-332-0000 Maintenance and Repair on Equipment						
684-2025	CH	07/03/2025	07/03/2025	BUCKEYE MECHANICAL & CONTROLS INC.	\$1,575.00	C
715-2025	CH	07/07/2025	07/07/2025	INDEPENDENT ELEVATOR CO., INC.	241.00	C
720-2025	CH	07/07/2025	07/07/2025	COMPUTEK CONSULTING INC	284.00	C
Account Total:					<u>\$2,100.00</u>	
Account Code: 1000-210-334-0000 Trash Removal						
784-2025	CH	07/28/2025	07/28/2025	Solid Waste And Recycling	\$175.00	O
Account Total:					<u>\$175.00</u>	
Account Code: 1000-210-339-0000 Other - Property Maint. Repair & Security Svc						

**Appropriation Payment Register**

UAN v2025.2

July 2025

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
680-2025	CH	07/03/2025	07/03/2025	LOVELESS EXTERMINATING	\$125.00	O
719-2025	CH	07/07/2025	07/07/2025	SAND ROCK MINERAL WATER CO.	33.25	C
730-2025	CH	07/14/2025	07/14/2025	DOWN TO EARTH LAWN & LANDSCAPING LLC	270.00	C
736-2025	CH	07/17/2025	07/17/2025	UNIFIRST	124.62	C
767-2025	CH	07/21/2025	07/21/2025	21ST CENTURY ALARM	112.50	C
783-2025	CH	07/28/2025	07/28/2025	CLEAN - N - GREEN	85.00	O
785-2025	CH	07/28/2025	07/28/2025	RAY ELECTRIC	413.27	O
Account Total:					<u>\$1,163.64</u>	
Account Code: 1000-210-361-0000 Electricity						
659-2025	CH	07/17/2025	06/23/2025	AMERICAN ELECTRIC POWER	\$1,815.53	C
Account Total:					<u>\$1,815.53</u>	
Account Code: 1000-210-363-0000 Natural Gas						
681-2025	CH	07/16/2025	07/03/2025	COLUMBIA GAS OF OHIO	\$413.92	C
Account Total:					<u>\$413.92</u>	
Account Code: 1000-210-452-0000 Property Maintenance/Repair Supplies & Parts						
686-2025	CH	07/03/2025	07/03/2025	AMAZON	\$27.15	C
713-2025	CH	07/07/2025	07/07/2025	HRD	24.48	C
724-2025	CH	07/07/2025	07/07/2025	AMAZON	120.48	C
713-2025	CH	07/31/2025	08/04/2025	HRD	0.35	C
Account Total:					<u>\$172.46</u>	
Account Code: 1000-230-325-0009 Advertising{LEGAL ADS & PUBLICATIONS}						
731-2025	CH	07/14/2025	07/14/2025	FREE PRESS STANDARD	\$18.50	C
Account Total:					<u>\$18.50</u>	
Account Code: 1000-230-329-0000 Other - Communications,Printing and Publicity						
729-2025	CH	07/14/2025	07/14/2025	Consumers Credit Card	\$59.90	C
732-2025	CH	07/14/2025	07/14/2025	MINERVA AREA CHAMBER OF COMMERCE	120.00	C
Account Total:					<u>\$179.90</u>	
Account Code: 1000-230-351-0000 Rents and Leases						
679-2025	CH	07/03/2025	07/03/2025	WELLS FARGO	\$426.71	C
794-2025	CH	07/31/2025	07/31/2025	WELLS FARGO	426.70	O
Account Total:					<u>\$853.41</u>	
Account Code: 1000-230-390-0000 Other - Purchased and Contracted Services						
716-2025	CH	07/07/2025	07/07/2025	UNIQUE MANAGEMENT SERVICES, INC.	\$49.25	C
Account Total:					<u>\$49.25</u>	
Account Code: 1000-230-451-0007 General Administrative Supplies{OFFICE SUPPLIES}						
792-2025	CH	07/01/2025	07/31/2025	CONSUMERS NATIONAL BANK	\$9.66	C
685-2025	CH	07/03/2025	07/03/2025	AMAZON	60.00	C
687-2025	CH	07/03/2025	07/03/2025	AMAZON	15.90	C

**Appropriation Payment Register**

UAN v2025.2

July 2025

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
114-2025	MR	07/07/2025	07/07/2025	Daily Receipts-CNB Registers	0.32	C
714-2025	CH	07/07/2025	07/07/2025	KISHMAN'S IGA	7.58	C
116-2025	MR	07/08/2025	07/10/2025	Daily Receipts-CNB Registers	0.56	C
118-2025	MR	07/14/2025	07/14/2025	Daily Receipts-CNB Registers	1.06	C
733-2025	CH	07/14/2025	07/14/2025	LAKE BUSINESS PRODUCTS	255.47	C
123-2025	MR	07/15/2025	07/17/2025	Daily Receipts-CNB Registers	0.88	C
793-2025	CH	07/15/2025	07/31/2025	HUNTINGTON	5.00	C
124-2025	MR	07/16/2025	07/17/2025	Daily Receipts-CNB Registers	1.16	C
125-2025	MR	07/17/2025	07/17/2025	Daily Receipts-CNB Registers	0.16	C
127-2025	MR	07/21/2025	07/21/2025	Daily Receipts-CNB Registers	0.52	C
764-2025	CH	07/21/2025	07/21/2025	AMAZON	44.44	C
780-2025	CH	07/24/2025	07/24/2025	AMAZON	58.20	C
781-2025	CH	07/24/2025	07/24/2025	AMAZON	125.59	C
131-2025	MR	07/25/2025	07/28/2025	Daily Receipts-CNB Registers	0.66	C
137-2025	MR	07/29/2025	07/31/2025	Daily Receipts-CNB Registers	1.03	C
830-2025	CH	07/31/2025	08/04/2025	CONSUMERS NATIONAL BANK	30.00	C
831-2025	CH	07/31/2025	08/04/2025	CONSUMERS NATIONAL BANK	25.00	C
Account Total:					<u>\$643.19</u>	
Account Code: 1000-230-510-0000 Dues and Memberships						
717-2025	CH	07/07/2025	07/07/2025	NEO-RLS	\$1,876.00	C
761-2025	CH	07/21/2025	07/21/2025	Treasurer State of Ohio	5,733.27	O
762-2025	CH	07/21/2025	07/21/2025	Treasurer State of Ohio	5,728.42	O
Account Total:					<u>\$13,337.69</u>	
Account Code: 1000-230-590-0511 Other - Other{Information Technology}						
729-2025	CH	07/14/2025	07/14/2025	Consumers Credit Card	\$234.04	C
Account Total:					<u>\$234.04</u>	
Account Code: 4001-760-750-0000 Furniture and Equipment						
729-2025	CH	07/14/2025	07/14/2025	Consumers Credit Card	\$1,298.24	C
Account Total:					<u>\$1,298.24</u>	
Report Total:					<u>\$72,945.99</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



**Fund Status**

UAN v2025.2

As Of 7/31/2025

<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	43.164%	\$517,207.52	\$69,724.50	\$447,483.02
4001	Capital Projects	56.836%	\$589,226.40	\$0.00	\$589,226.40
All Funds Total			<u>\$1,106,433.92</u>	<u>\$69,724.50</u>	<u>\$1,036,709.42</u>
Pooled Investments					\$852,041.64
Secondary Checking Accounts					\$169.20
Available Primary Checking Balance					\$184,498.58

Last reconciled to bank: 07/31/2025 – Total other adjusting factors: \$0.00

**Bank Reconciliation**

Reconciled Date 7/31/2025

UAN v2025.2

Posted 8/4/2025 5:32:21 PM

Prior UAN Balance:		\$1,110,859.71
Receipts:	+	\$68,518.85
Payments:	-	\$72,944.29
Adjustments:	+	<u>-\$0.35</u>
Current UAN Balance as of 07/31/2025:		\$1,106,433.92
Other Adjusting Factors:	+	<u>\$0.00</u>
Adjusted UAN Balance as of 07/31/2025:		<u><u>\$1,106,433.92</u></u>
Entered Bank Balances as of 07/31/2025:		\$1,127,135.46
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$20,701.54
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	<u>\$0.00</u>
Adjusted Bank Balances as of 07/31/2025:		<u><u>\$1,106,433.92</u></u>

Balances Reconciled

Governing Board Signatures

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

There are no outstanding receipts as of 07/31/2025.

There are no outstanding adjustments as of 07/31/2025.

**Bank Balances**

UAN v2025.2

Reconciled Date 7/31/2025

Posted 8/4/2025 5:32:21 PM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		\$197,951.45	\$205,200.12	\$205,200.12	\$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		\$22,147.23	\$22,214.32	\$22,214.32	\$0.00
Investment	CD072716		\$23,550.89	\$23,622.23	\$23,622.23	\$0.00
Investment	CD082817		\$23,815.81	\$23,887.95	\$23,887.95	\$0.00
Investment	CDARHUNT26		\$81,000.17	\$81,000.17	\$81,000.17	\$0.00
Investment	HUNT 26 CD		\$0.00	\$0.00	\$0.00	\$0.00
Investment	Hunt. MM		\$169,987.21	\$170,270.95	\$170,270.95	\$0.00
Investment	Money Mark		\$599,751.76	\$600,770.52	\$600,770.52	\$0.00
Investment	STAR OHIO		\$0.00	\$0.00	\$0.00	\$0.00
<b>Total:</b>			<u>\$1,118,373.72</u>	<u>\$1,127,135.46</u>	<u>\$1,127,135.46</u>	<u>\$0.00</u>

**Outstanding Payments**

UAN v2025.2

Reconciled Date 7/31/2025

Posted 8/4/2025 5:32:21 PM

<b>Account</b>	<b>Type</b>	<b>Payment #</b>	<b>Post Date</b>	<b>Vendor / Payee</b>	<b>Amount</b>
PRIMARY	Electronic	493-2025	05/15/2025	AMAZON	\$108.31
PRIMARY	Electronic	495-2025	05/15/2025	AMAZON	\$23.99
PRIMARY	Electronic	609-2025	06/09/2025	Laken Underwood	\$25.25
PRIMARY	Electronic	680-2025	07/03/2025	LOVELESS EXTERMINATING	\$125.00
PRIMARY	Electronic	761-2025	07/21/2025	Treasurer State of Ohio	\$5,733.27
PRIMARY	Electronic	762-2025	07/21/2025	Treasurer State of Ohio	\$5,728.42
PRIMARY	Electronic	771-2025	07/24/2025	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$6,650.24
PRIMARY	Electronic	772-2025	07/24/2025	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$160.00
PRIMARY	Electronic	777-2025	07/24/2025	INGRAM	\$77.59
PRIMARY	Electronic	782-2025	07/24/2025	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	783-2025	07/28/2025	CLEAN - N - GREEN	\$85.00
PRIMARY	Electronic	784-2025	07/28/2025	Solid Waste And Recycling	\$175.00
PRIMARY	Electronic	785-2025	07/28/2025	RAY ELECTRIC	\$413.27
PRIMARY	Electronic	786-2025	07/28/2025	INGRAM	\$41.19
PRIMARY	Electronic	787-2025	07/28/2025	INGRAM	\$26.25
PRIMARY	Electronic	788-2025	07/28/2025	AMAZON	\$20.14
PRIMARY	Electronic	789-2025	07/28/2025	AMAZON	\$30.55
PRIMARY	Electronic	790-2025	07/28/2025	AMAZON	\$432.74
PRIMARY	Electronic	791-2025	07/28/2025	INGRAM	\$44.88
PRIMARY	Electronic	794-2025	07/31/2025	WELLS FARGO	\$426.70
PRIMARY	Electronic	795-2025	07/31/2025	AMAZON	\$68.17
PRIMARY	Electronic	796-2025	07/31/2025	AMAZON	\$24.68
PRIMARY	Electronic	797-2025	07/31/2025	AMAZON	\$119.96
PRIMARY	Warrant	7068	05/16/2025	CARROLL COUNTY TREASURER	\$30.00
					<u>\$20,701.54</u>

**Cleared Payments**

UAN v2025.2

Reconciled Date 7/31/2025

Posted 8/4/2025 5:32:21 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	615-2025	06/12/2025	AMELIA SAPP	\$20.51
PRIMARY	Electronic	653-2025	06/23/2025	AMAZON	\$18.99
PRIMARY	Electronic	654-2025	06/23/2025	AMAZON	\$16.50
PRIMARY	Electronic	655-2025	06/23/2025	AMAZON	\$75.04
PRIMARY	Electronic	656-2025	06/23/2025	AMAZON	\$177.98
PRIMARY	Electronic	657-2025	06/23/2025	AMAZON	\$470.60
PRIMARY	Electronic	658-2025	06/23/2025	AMAZON	\$607.01
PRIMARY	Electronic	659-2025	07/17/2025	AMERICAN ELECTRIC POWER	\$1,815.53
PRIMARY	Electronic	660-2025	06/26/2025	INGRAM	\$44.65
PRIMARY	Electronic	661-2025	06/26/2025	INGRAM	\$89.47
PRIMARY	Electronic	662-2025	06/26/2025	Solid Waste And Recycling	\$175.00
PRIMARY	Electronic	663-2025	06/26/2025	AMAZON	\$68.22
PRIMARY	Electronic	664-2025	06/26/2025	AMAZON	\$21.20
PRIMARY	Electronic	665-2025	06/27/2025	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	668-2025	06/27/2025	RITA	\$483.63
PRIMARY	Electronic	669-2025	06/26/2025	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	670-2025	06/26/2025	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$160.00
PRIMARY	Electronic	671-2025	06/26/2025	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$4,726.72
PRIMARY	Electronic	677-2025	07/03/2025	AMAZON	\$74.25
PRIMARY	Electronic	678-2025	07/03/2025	AMAZON	\$29.99
PRIMARY	Electronic	679-2025	07/03/2025	WELLS FARGO	\$426.71
PRIMARY	Electronic	681-2025	07/16/2025	COLUMBIA GAS OF OHIO	\$413.92
PRIMARY	Electronic	682-2025	07/03/2025	Kanopy Inc.	\$30.60
PRIMARY	Electronic	683-2025	07/03/2025	MIDWEST TAPE	\$1,666.95
PRIMARY	Electronic	684-2025	07/03/2025	BUCKEYE MECHANICAL & CONTROLS INC.	\$1,575.00
PRIMARY	Electronic	685-2025	07/03/2025	AMAZON	\$60.00
PRIMARY	Electronic	686-2025	07/03/2025	AMAZON	\$27.15
PRIMARY	Electronic	687-2025	07/03/2025	AMAZON	\$15.90
PRIMARY	Electronic	688-2025	07/03/2025	AMAZON	\$223.90
PRIMARY	Electronic	689-2025	07/03/2025	AMAZON	\$97.86
PRIMARY	Electronic	690-2025	07/03/2025	AMAZON	\$156.74
PRIMARY	Electronic	691-2025	07/10/2025	Jennifer Baker	\$479.15
PRIMARY	Electronic	692-2025	07/10/2025	Sue E Barrick	\$532.98

**Cleared Payments**

UAN v2025.2

Reconciled Date 7/31/2025

Posted 8/4/2025 5:32:21 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	693-2025	07/10/2025	Jennifer Bates	\$1,552.43
PRIMARY	Electronic	694-2025	07/10/2025	Eli Benzel	\$323.00
PRIMARY	Electronic	695-2025	07/10/2025	Jason Bumbico	\$1,802.81
PRIMARY	Electronic	696-2025	07/10/2025	Rachael Carmine	\$438.89
PRIMARY	Electronic	697-2025	07/10/2025	Rhonda Grogg	\$165.06
PRIMARY	Electronic	698-2025	07/10/2025	Andrew Heldreth	\$374.67
PRIMARY	Electronic	699-2025	07/10/2025	Trista Howe	\$284.59
PRIMARY	Electronic	700-2025	07/10/2025	Heather Husted	\$949.46
PRIMARY	Electronic	701-2025	07/10/2025	Amy Kirkpatrick	\$278.81
PRIMARY	Electronic	702-2025	07/10/2025	Donna Kohler	\$620.39
PRIMARY	Electronic	703-2025	07/10/2025	Lisa Lutes	\$629.62
PRIMARY	Electronic	704-2025	07/10/2025	Rachel Ohler	\$365.01
PRIMARY	Electronic	705-2025	07/10/2025	Gabrielle Ritter	\$331.23
PRIMARY	Electronic	706-2025	07/10/2025	Amelia Sapp	\$358.19
PRIMARY	Electronic	707-2025	07/10/2025	Kendra Selby	\$945.49
PRIMARY	Electronic	708-2025	07/10/2025	Laken Underwood	\$1,076.75
PRIMARY	Electronic	709-2025	07/10/2025	Nicole Weber	\$1,528.67
PRIMARY	Electronic	711-2025	07/11/2025	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	712-2025	07/07/2025	DEMCO, INC.	\$380.33
PRIMARY	Electronic	713-2025	07/07/2025	HRD	\$24.48
PRIMARY	Electronic	714-2025	07/07/2025	KISHMAN'S IGA	\$61.95
PRIMARY	Electronic	715-2025	07/07/2025	INDEPENDENT ELEVATOR CO., INC.	\$241.00
PRIMARY	Electronic	716-2025	07/07/2025	UNIQUE MANAGEMENT SERVICES, INC.	\$49.25
PRIMARY	Electronic	717-2025	07/07/2025	NEO-RLS	\$1,876.00
PRIMARY	Electronic	718-2025	07/07/2025	BLACKSTONE AUDIOBOOKS	\$319.66
PRIMARY	Electronic	719-2025	07/07/2025	SAND ROCK MINERAL WATER CO.	\$33.25
PRIMARY	Electronic	720-2025	07/07/2025	COMPUTEK CONSULTING INC	\$284.00
PRIMARY	Electronic	721-2025	07/07/2025	AMAZON	\$80.99
PRIMARY	Electronic	722-2025	07/07/2025	AMAZON	\$182.13
PRIMARY	Electronic	723-2025	07/07/2025	AMAZON	\$11.75
PRIMARY	Electronic	724-2025	07/07/2025	AMAZON	\$120.48
PRIMARY	Electronic	725-2025	07/10/2025	FIRST COMMUNICATIONS	\$738.74
PRIMARY	Electronic	726-2025	07/10/2025	INGRAM	\$43.50
PRIMARY	Electronic	727-2025	07/10/2025	AMAZON	\$30.80

**Cleared Payments**

UAN v2025.2

Reconciled Date 7/31/2025

Posted 8/4/2025 5:32:21 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	728-2025	07/10/2025	AMAZON	\$36.17
PRIMARY	Electronic	729-2025	07/14/2025	Consumers Credit Card	\$1,889.40
PRIMARY	Electronic	730-2025	07/14/2025	DOWN TO EARTH LAWN & LANDSCAPING LLC	\$270.00
PRIMARY	Electronic	731-2025	07/14/2025	FREE PRESS STANDARD	\$18.50
PRIMARY	Electronic	732-2025	07/14/2025	MINERVA AREA CHAMBER OF COMMERCE	\$120.00
PRIMARY	Electronic	733-2025	07/14/2025	LAKE BUSINESS PRODUCTS	\$255.47
PRIMARY	Electronic	734-2025	07/14/2025	AMAZON	\$444.09
PRIMARY	Electronic	735-2025	07/17/2025	THE REPOSITORY	\$35.00
PRIMARY	Electronic	736-2025	07/17/2025	UNIFIRST	\$124.62
PRIMARY	Electronic	737-2025	07/17/2025	AMAZON	\$22.42
PRIMARY	Electronic	738-2025	07/17/2025	AMAZON	\$114.49
PRIMARY	Electronic	739-2025	07/24/2025	Jennifer Baker	\$434.62
PRIMARY	Electronic	740-2025	07/24/2025	Sue E Barrick	\$585.39
PRIMARY	Electronic	741-2025	07/24/2025	Jennifer Bates	\$1,306.25
PRIMARY	Electronic	742-2025	07/24/2025	Eli Benzel	\$300.80
PRIMARY	Electronic	743-2025	07/24/2025	Jason Bumbico	\$1,802.81
PRIMARY	Electronic	744-2025	07/24/2025	Rachael Carmine	\$401.20
PRIMARY	Electronic	745-2025	07/24/2025	Rhonda Grogg	\$15.88
PRIMARY	Electronic	746-2025	07/24/2025	Andrew Heldreth	\$391.15
PRIMARY	Electronic	747-2025	07/24/2025	Trista Howe	\$269.34
PRIMARY	Electronic	748-2025	07/24/2025	Heather Husted	\$697.35
PRIMARY	Electronic	749-2025	07/24/2025	Amy Kirkpatrick	\$396.88
PRIMARY	Electronic	750-2025	07/24/2025	Donna Kohler	\$541.26
PRIMARY	Electronic	751-2025	07/24/2025	Lisa Lutes	\$609.19
PRIMARY	Electronic	752-2025	07/24/2025	Rachel Ohler	\$299.80
PRIMARY	Electronic	753-2025	07/24/2025	Gabrielle Ritter	\$407.92
PRIMARY	Electronic	754-2025	07/24/2025	Amelia Sapp	\$407.46
PRIMARY	Electronic	755-2025	07/24/2025	Kendra Selby	\$945.49
PRIMARY	Electronic	756-2025	07/24/2025	Anne Tokos	\$41.62
PRIMARY	Electronic	757-2025	07/24/2025	Laken Underwood	\$1,076.75
PRIMARY	Electronic	758-2025	07/24/2025	Nicole Weber	\$1,282.49
PRIMARY	Electronic	760-2025	07/21/2025	CENTER POINT LARGE PRINT	\$62.92
PRIMARY	Electronic	763-2025	07/21/2025	AMAZON	\$411.52
PRIMARY	Electronic	764-2025	07/21/2025	AMAZON	\$44.44

**Cleared Payments**

UAN v2025.2

Reconciled Date 7/31/2025

Posted 8/4/2025 5:32:21 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	765-2025	07/21/2025	AMAZON	\$278.29
PRIMARY	Electronic	767-2025	07/21/2025	21ST CENTURY ALARM	\$112.50
PRIMARY	Electronic	768-2025	07/21/2025	INGRAM	\$182.25
PRIMARY	Electronic	769-2025	07/21/2025	INGRAM	\$25.67
PRIMARY	Electronic	770-2025	07/24/2025	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	773-2025	07/24/2025	RITA	\$471.56
PRIMARY	Electronic	774-2025	07/24/2025	Ohio Department of Taxation	\$482.35
PRIMARY	Electronic	775-2025	07/24/2025	EFTPS	\$2,283.16
PRIMARY	Electronic	776-2025	07/24/2025	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$7,884.02
PRIMARY	Electronic	778-2025	07/24/2025	AMAZON	\$97.73
PRIMARY	Electronic	779-2025	07/24/2025	AMAZON	\$6.62
PRIMARY	Electronic	780-2025	07/24/2025	AMAZON	\$58.20
PRIMARY	Electronic	781-2025	07/24/2025	AMAZON	\$125.59
PRIMARY	Electronic	792-2025	07/01/2025	CONSUMERS NATIONAL BANK	\$9.66
PRIMARY	Electronic	793-2025	07/15/2025	HUNTINGTON	\$5.00
PRIMARY	Electronic	830-2025	07/31/2025	CONSUMERS NATIONAL BANK	\$30.00
PRIMARY	Electronic	831-2025	07/31/2025	CONSUMERS NATIONAL BANK	\$25.00
PRIMARY	Warrant	7075	07/10/2025	McKINLEY MUSEUM	\$75.00
Hunt. MM	Inv Transfer		07/15/2025	Transfer From Investment Hunt. MM	\$5.00
					<hr/>
					<hr/> \$59,756.76 <hr/>



**Cleared Receipts**

UAN v2025.2

Reconciled Date 7/31/2025

Posted 8/4/2025 5:32:21 PM

Account	Type	Ticket #	Receipt #	Post Date	Source	Amount
PRIMARY	Standard		113-2025	07/03/2025	Daily Receipts-CNB Registers	\$141.56
PRIMARY	Memo		114-2025	07/07/2025	Daily Receipts-CNB Registers	\$0.28
PRIMARY	Standard		115-2025	07/07/2025	Daily Receipts-CNB Registers	\$20.15
PRIMARY	Memo		116-2025	07/08/2025	Daily Receipts-CNB Registers	\$9.39
PRIMARY	Standard		117-2025	07/10/2025	Daily Receipts-CNB Registers	\$47.20
PRIMARY	Memo		118-2025	07/14/2025	Daily Receipts-CNB Registers	\$33.94
PRIMARY	Standard		119-2025	07/14/2025	Daily Receipts-CNB Registers	\$115.65
PRIMARY	Standard		120-2025	07/14/2025	STARK COUNTY AUDITOR'S OFFICE	\$50,756.59
PRIMARY	Standard		121-2025	07/14/2025	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,596.60
PRIMARY	Standard		122-2025	07/14/2025	CARROLL COUNTY AUDITOR'S OFFICE	\$13,500.68
PRIMARY	Memo		123-2025	07/15/2025	Daily Receipts-CNB Registers	\$15.62
PRIMARY	Memo		124-2025	07/16/2025	Daily Receipts-CNB Registers	\$26.04
PRIMARY	Memo		125-2025	07/17/2025	Daily Receipts-CNB Registers	\$0.04
PRIMARY	Standard		126-2025	07/17/2025	Daily Receipts-CNB Registers	\$50.40
PRIMARY	Memo		127-2025	07/21/2025	Daily Receipts-CNB Registers	\$4.08
PRIMARY	Standard		128-2025	07/21/2025	Daily Receipts-CNB Registers	\$109.84
PRIMARY	Standard		129-2025	07/24/2025	Daily Receipts-CNB Registers	\$200.00
PRIMARY	Standard		130-2025	07/24/2025	Daily Receipts-CNB Registers	\$134.86
PRIMARY	Memo		131-2025	07/25/2025	Daily Receipts-CNB Registers	\$13.24
PRIMARY	Standard		132-2025	07/28/2025	Daily Receipts-CNB Registers	\$73.25
PRIMARY	Memo		137-2025	07/29/2025	Daily Receipts-CNB Registers	\$20.97
PRIMARY	Standard		138-2025	07/31/2025	Daily Receipts-CNB Registers	\$125.40
PRIMARY	Inv Transfer			07/15/2025	Transfer From Investment Hunt. MM	\$5.00
CD042517	Interest		134-2025	07/25/2025	CD042517	\$67.09
CD072716	Interest		133-2025	07/25/2025	CD072716	\$71.34
CD082817	Interest		135-2025	07/28/2025	CD082817	\$72.14
Hunt. MM	Interest		142-2025	07/31/2025	Hunt. MM	\$288.74
Money Mark	Interest		141-2025	07/31/2025	Money Mark	\$1,018.76
						<u>\$68,518.85</u>

**Cleared Adjustments**

UAN v2025.2

Reconciled Date 7/31/2025

Posted 8/4/2025 5:32:21 PM

Account	Type	Item #	Post Date	Source or Payee	Amount
PRIMARY	Payment Adj	713-2025	07/31/2025	HRD	-\$0.35
					-\$0.35

**Investment Listing**

UAN v2025.2

System Year 2025

Account Name	Description	Current Value	Interest Rate	Year to Date Interest	Total Interest	Purchased Date	Maturity Date	Closed Date	Closing Price
CD042517	CONSUMERS 0106524019 7 month CD exp1	\$22,214.32	3.68%	\$298.59	\$1,689.86	04/25/2017	10/25/2025		
CD072716	CONSUMERS 0106125341 exp 11/27/25	\$23,622.23	3.68%	\$517.91	\$3,444.49	04/27/2025	11/27/2025		
CD082817	CONSUMERS 0106774145 CD 11/28/25	\$23,887.95	3.68%	\$523.74	\$3,140.89	04/28/2025	11/28/2025		
CDARHUNT26	HUNTINGTON 26 WEEK CDAR 09/04/25	\$81,000.17	4.05%	\$0.00	\$0.00	03/06/2025	09/04/2025		
HUNT 26 CD	HUNTINGTON CDAR 26 WEEKS	\$0.00	5.00%	\$1,994.35	\$1,994.35	08/07/2024	02/06/2025		
Hunt. MM	Huntington Money Market	\$170,270.95	3.00%	\$2,088.91	\$8,485.08	08/01/2023	08/01/2053		
Money Mark	Money Market Consumers	\$600,770.52	2.00%	\$6,932.71	\$23,804.99	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>\$921,766.14</u>		<u>\$12,356.21</u>	<u>\$313,232.51</u>				

**End**

**Minerva Public Library**

**July 2024**

**Financial Reports**

**Submitted for June 2025**

**Board Meeting**

# ***Dear Minerva Public Library,***

We students at Cub's Corner would love to send in a donation so you could possibly add more books to your library. We are donating because we would like to offer a wider variety of books to be added to your amazing public library with the money we gift from this donation.

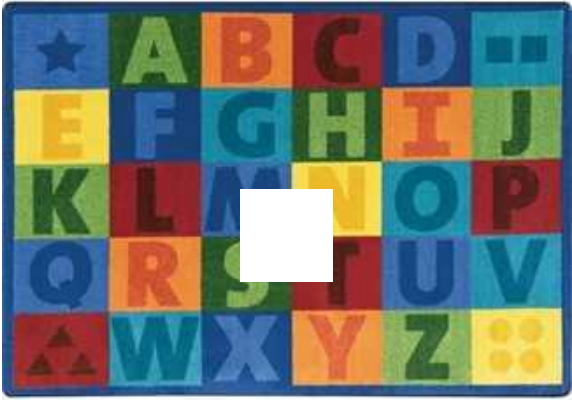
We raised this money by running a shop named Cub's Corner and we sold school supplies such as erasers, pencils, pencil sharpeners, etc. to fifth and fourth graders who have lost school supplies. We have been collecting money for this donation since January.

We have earned and are donating \$87.71 to you so you might be able to buy some more books for children.

***Sincerely, Cub's Corner***



[Home](#) [Shop](#) [Carpets & Decor](#) [Carpets & Rugs](#) [Kid's Themed Carpets](#) [Joy Carpets Colorful Learning™ Rugs](#)



# Joy Carpets Colorful Learning™ Rugs

## \$979.00

★★★★★ (0) [Write a review](#)

SELECT SIZE

13'2"W X 10'9"D

Joy Carpets Colorful Learning 13'2" x 10'9"  
Item #: W13834970

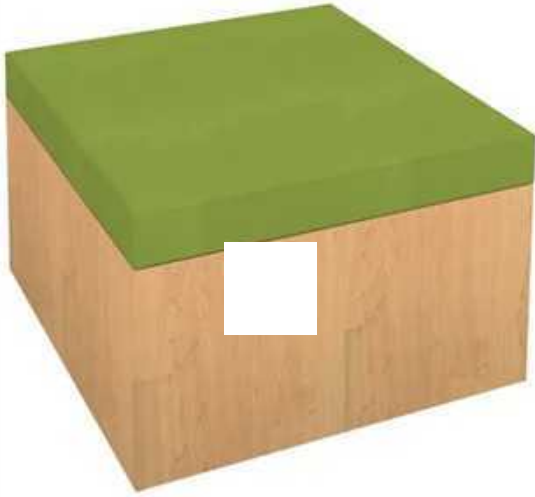
This product ships directly from the manufacturer in approximately 10 working days.

1

Add to Cart

[ADD TO WISH LIST](#) [SHARE](#)

## Recommended for you



## Demco® Connector Bench For ColorScape® Double-Faced Starter Shelving

### \$929.00 - \$3,949.00

★★★★★ 5.0 (1) [Write a review](#)

#### SELECT STYLE

Choose An Option...

1

Add to Cart



[ADD TO WISH LIST](#) [SHARE](#)

## Recommended for you



[Home](#) [Shop](#) [Furniture](#) [Sensory Furniture](#) [Demco® ColorScape® Playpod House](#)



## Demco® ColorScape® Playpod House

# \$4,349.00

★★★★☆ 3.0 (2) [Write a review](#)

SELECT LAMINATE/VINYL COLOR



SELECT WOOD SPECIES



CS PlayPod House 67"H x 50"W x 24-1/4"D  
Item #: W13704630

This product ships directly from the manufacturer in approximately 50 working days.

1

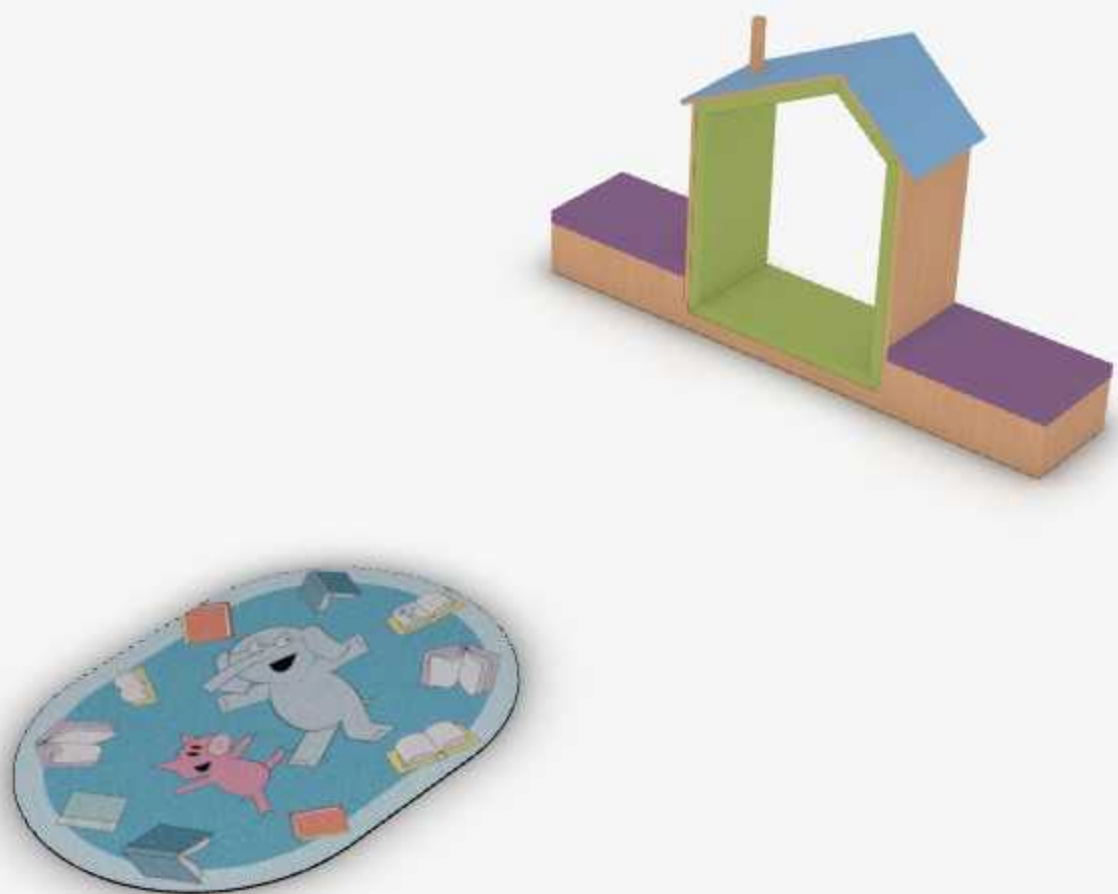
[Add to Cart](#)



[ADD TO WISH LIST](#) [SHARE](#)

## Recommended for you





# **Minerva Public Library**

## **Director's Report – August 2025**

### **Personnel & HR**

- Starting in the middle of September, the staff will begin using a new application to assist with the timekeeping, reporting and scheduling of workhours at the library. It is called When I Work, and we are currently training the staff on its use.
- Representatives from COG, Aultcare, and MedMutual came and met with staff to go over benefits on Thursday, August 14th.

### **Patron Services**

#### **Adult Services**

- We have had well received programs and craft nights recently, including the second part of our McKinley program, the eCycle event, genealogy classes, and OSU extension programs. The big surprise has been the unexpectedly popular Tai Chi classes we are currently offering.
- We are currently getting ready for the Fall with our Marion Motley program on September 8th, a program on bats on September 29th, and the 104th Ohio Volunteers on October 2nd.
- Further out we were lucky to schedule programs on Edgar Allen Poe and Bigfoot in October, and a Charles Dickens program in December.

#### **Youth Services**

- The 2025 Summer Reading program has officially wrapped up and we are starting the school year.
- As has been noted, we had over double the number of sign-ups this year for Summer Reading and ended the program strong with mini-golf, an escape room challenge and a pool party with around 135 attendees.
- Right now, we are gearing up for the students being back. We are especially happy with how the partnership with the schools is going, and we are expanding our classroom visits to try and reach a larger percentage of the students on a regular basis.
- We are currently looking at purchasing some new furniture in the US department to refresh the space and make it more usable.

## **Collection Development**

- New materials for July 2025 included:
  - Books: 160
  - Movies: 11
  - Youth Books: 145

## **Facilities & Grounds**

- The parking lot paving project has been completed and we have received multiple compliments from patrons on how it looks.
- We had been having a number of issues with the automatic doors in the front lobby, but have been able to source a maintenance service, Wayne Garage Door, who seemed to have got it working again.

## **Technology**

- We have purchased four new Lenovo laptops and are getting them deployed for shared staff and patron use.
- We are also updating our barcode scanner fleet to newer models purchased through Bay Scan Technologies.

## **Miscellaneous**

- Nicole Weber attended the Minerva Second Friday in August, and also went to the Minerva Schools open house on August 18th with Laken Underwood and me.
- The final report from the State Library has been delivered to us for our Strategic Planning Processes. I have attached it to the emailed agenda. I would like to go over it in more detail at the next board meeting, and plan to present it to the staff for discussion at the October In-Service Day.
- After a discussion and a site review with representatives from the Stark County Board of Elections, it was decided that the library will be serving as a polling place for this November's elections. We are very excited about this opportunity to get a wide variety of people in our doors and to help out the communitiy.

Minerva Public Library

# Strategic Planning Report

August 2025



## Overview

Based on evaluating statistical data about the library and community, State Library of Ohio consultant Katy Hite has reviewed community survey results, analyzed responses from focus group questionnaires distributed to the community, and gathered data from collaborative workshops for the staff and library board to produce this report. The service responses selected provide recommendations for Minerva Public Library's next strategic plan. **Three library service areas** are suggested based on the findings and trends noticed in the feedback collected throughout the strategic planning process with the State Library of Ohio.

The service responses are only recommendations based on the information presented to the consultant. Institutional and community knowledge from library management and the Board of Trustees will be crucial in making final decisions to lead the library's strategic plan in the positive, forward moving direction.

Recommendations for potential partners and training are suggestions based on cumulative data assessed by the consultant, trends in similar libraries around Ohio, and local research performed by the consultant. Any questions and additional discussion regarding partnerships and programs are welcomed by the consultant.

Research collected to assist in selecting library service responses include:

- State Library of Ohio Statistics
- Community Survey
- Community Focus Group Online Questionnaire
- Staff Appreciative Inquiry Workshop
- Board Appreciative Inquiry Workshop

As always, please feel free to contact me with any questions or for further conversation about the enclosed recommendations. I would be happy to discuss potential partnerships or provide other contacts to libraries that are doing similar initiatives across the state.

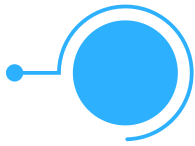
Katy Hite

Library Consultant, Library Programs and Development

State Library of Ohio

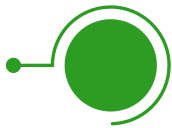
khite@library.ohio.gov

## Service Responses



### ***Optimizing Assets***

Library staff and board will be empowered to create informed analysis of internal and external processes and procedures. Streamlining and updating departmental and organizational processes to reflect present day library services will positively improve patron experiences.



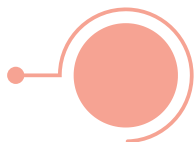
### ***Satisfy Curiosity***

The community will have the resources they need to explore topics of personal interest and continue to learn throughout their lives. The library can surprise and delight residents with programs and resources on new topics in an ever-changing world.



### ***Keeping Up with Kids' Services***

School-aged children (ages 5-12) will have dedicated spaces, meaningful collections and engaging opportunities to create and connect at the library. Bolstered relationships between the library, local schools and homeschooling families will positively contribute to the comfort children have with information seeking tactics, finding just-right literature, and reading for pleasure.



### ***Visit a Comfortable Place: Physical and Virtual Spaces***

*Users will have safe and welcoming physical spaces to meet and interact with others or to sit quietly and read.*



### ***Additional Notable Findings***

*Website and Marketing Opportunities*



## Optimizing Assets

Optimizing the library's assets can mean a variety of things to different employees, positions, and departments in the library. **The overall goal is to analyze current policies, procedures, services, and programs to make sure they're effective for both the library and the community.** When the library plans for the future, it is a great time to look at existing policies and procedures with a fresh perspective as community needs and library services evolve and change. The goal of updating and streamlining policies and procedures should center around improving internal library culture and service to library patrons.

In the library board workshop, board members stated that the library is being called to become **a place for entrepreneurs, with offerings of new services, improved technology and programs to strengthen the community's information literacy.** The board also believes the assets of the library include **having a strong presence in the community and the location and space of the library building,** which may allow staff to build partnerships for new programs, and re-imagine library spaces to accommodate new technology offerings.

The Minerva website shows that the library has recently updated policies, adopting MPL Public Service Policies in the Spring of 2023. The recommendation is to consider a schedule of policy review every 3-5 years, and evaluate what new policies, programs and procedures can be added to foster growth within the library.

Library staff around Ohio have been through a lot in recent years and have worked hard to serve their communities. Library staff morale around the state remains a concern and addressing it should be a priority. The Minerva Public Library staff beloved in the community, with their friendliness mentioned often in the community survey. The staff workshop shows they are motivated by their work, and value **being heard and having their input recognized.** The library staff are **hard workers** who are **eager to be helpers.**

(continued)

## Optimizing Assets (continued)

Patrons, staff and board members alike mention **youth and after-school programming** as being a helpful offering of the library, but some friction exists among community members who have strong feelings about behavior issues within the library. This will be discussed further in the *Keeping Up with Kids' Services* service response. It is recommended that staff **continue to have opportunities to develop programs for all ages, engage youth in meaningful after-school programming and develop outreach opportunities.**

The board workshop, community survey and focus group questionnaire responses show how beloved the library is in the community. When asked what their favorite thing about the library is, one patron responded “... **It is a welcoming space for all! Plus its a free resource! KNOWLEDGE IS POWER!**” When asked what they value about their work, the majority of staff members mentioned that they value **helping others** and **accomplishing goals** the most. The community survey and focus group questionnaire did have a few patrons who commented on staff conduct, attitude, and the need for additional training. As a reminder, these surveys are a quick snapshot of community experiences and may not reflect the true view of all library users. However, if the library director and board find truth in these statements, resources for customer service training is included below.

Additionally, the next page includes resources and links that address: **community centered libraries, maintaining staff morale** and **revisiting library policies**, which will allow the Minerva Public Library to continue capitalizing on strong community and staff relationships.



## Optimizing Assets Resources

- [Skills for Community-Centered Libraries Curriculum](#) - *The curriculum is designed to provide participants with the opportunity to reflect on the work they do and create small shifts in their professional practices and mindset toward a common goal of engagement with the community as defined by the community. Staff will develop skills in identifying neighborhood assets, facilitating community meetings, understanding emerging neighborhood trends, and enhancing the library's community engagement initiatives.*
- [Community-Led Libraries Toolkit](#) - *The Community-Led Libraries Toolkit was published to provide... practical and philosophical guidance for implementing the Community-Led Service Planning Model*
- [Ohio Collections Analysis Initiative](#) - *free tool from State Library of Ohio to analyze and augment youth collections based on community needs.*

### Recommended Articles:

- [Want More Innovation? Change Your Mission Statement.](#) – Forbes, 2017
- [Other Duties as Assigned: Front-Line Librarians and the Constant Pressure to do More](#) – American Libraries article
- [Align Library Services with Community Aspirations](#) – WebJunction article
- [Redefining the Library Experience](#) – OCLC Report

### Recommended Webinars:

- [Library Policies for Today's Communities](#) – WebJunction
- [Crafting and Maintaining Effective Patron Policies for Community Success](#) – WebJunction
- [Fortifying Your Library: Protecting Your Library and Staff Through Policy](#) – Niche Academy Webinar
- [Proactive Planning for Library Staff Transitions](#) – WebJunction
- [Creating a Person-Centered Library: Supporting Patrons While Avoiding Burnout](#) – WebJunction
- [Prioritizing and Promoting Self-Care to Avoid Burnout](#) - WebJunction
- [Taking Care of Self, Staff, and Community-](#) WebJunction
- [The Myth of Work/Life Balance for Small Library Directors](#) – WebJunction
- [Rocks Roll Downhill: The Role of the Supervisor in Creating & Maintaining a Healthy & Humane Workplace](#) – Network of the National Library of Medicine
- [Revitalizing Morale: Cultivating a Supportive Library Culture](#) – WebJunction
- [The New Basics of Professional Customer Service](#) - Niche Academy
- [Me Difficult? Nah, They're Difficult!](#) - Niche Academy

## Satisfy Curiosity

Minerva Public Library offers a variety of public programming, engaging presentations and library materials for their patrons. In the community survey, users shared that while their library usage may have changed over time, many of them are returning with their children for youth programming. They appreciate that the library offers **programs that foster a love of reading in children**, and adult patrons appreciate the variety of materials available to them, as well as **adult book clubs** that meet at the library so they can engage with other community members. Staff indicated that **story time, adult programs** and the “**sensory spot**” are among the most successful services the library offers, because these are educational for various ages and allow team members to collaborate. Staff feel happy with their work when they are **helping patrons and co-workers, providing a safe space within the library**, and when they get to see patrons receive the services they need.

“Patron satisfaction” is a top priority of Minerva library staff. Some patrons did mention that the timing of adult programs is a challenge, with one patron submitting that their least favorite thing about the library is “adult crafts during the day... I would love to be able to go to more things if they were held in the evening.” A strategic look at adult patron program themes, advertisement and program time is recommended. Additionally, 27% of community survey respondents said extended hours would improve the library, so adjusted library hours may accommodate more patron wishes when it comes to adult programming. When asked to prioritize things that would make their jobs easier or more enjoyable, several staff members had ideas that included **dedicated adult meeting space, adult continuing education** and more **outreach for adults, including senior center library time**.

(continued)

## Satisfy Curiosity (continued)

When asked what skills interested them, respondents said **wills, trusts and legal document support** (26%), **foreign language learning** (16%) and **Microsoft Office products** (16%) were among topics they wanted to know more about. Furthermore, Question 12 in the Community Survey about patron interests and hobbies show that aside from **reading** (62%), Minerva community members are interested in **baking and cooking** (55%), **crafting** (43%), **gardening and plant care** (50%), and **nature (hiking, camping, birdwatching, foraging, etc.)**. These responses can serve as additional sources of inspiration for program planning, and full responses to these questions can be found in the Minerva Public Library Community Survey Report. Focus group respondents said that **improved outdoor spaces, extended hours** and **more evening offerings** would make their library visits more enjoyable. Building partnerships with outside organizations would also allow Minerva to develop more diverse program offerings while potentially lessening the program burden on staff.

Another area to consider when evaluating ways that Minerva Public Library can “satisfy curiosity” in their programs and offerings is to explore updated technology options, both in programs and services to their patrons. Library board members expressed a desire for the library to become a **technology hub** for the community, with a focus on **resources for entrepreneurs, gaming and e-sports** and additional library services like **passports, tax services** and **improving information literacy**.

The recommendation for Minerva Public Library to “satisfy curiosity” is to continue offering the community valuable children’s programming, with a focus on after-school programming and story time successes. Improved offerings of adult services programming, including exploring new times and subject matter are recommended to move forward. Finally, a review of the technology offerings and information literacy instruction will help the Minerva community remain competent in understanding quickly changing business and information needs.

## Satisfy Curiosity Resources

- Culinary Literacy Center & Toolkit *Since opening the Culinary Literacy Center in June 2014, libraries and community centers from around the country and world have contacted us to learn how to bring culinary literacy to their communities. We created this toolkit to help other public libraries replicate their work and launch programs of their own.*
- Transformative Outcomes Through Community Engagement: How Public Library Staff Foster Connected Learning Teen Services *Aimed at public library staff who are directly involved in the implementation of teen services, this report offers practical, hands-on recommendations to engage teens effectively and create supportive connected learning environments.*
- Let's Move in Libraries *Let's Move in Libraries continues to focus on the critical importance of community collaboration to community health.*
- Lifetime Arts *Lifetime Arts works to weave creative aging into the fabric of our communities.*
- OLC Digital and Media Services Library of Things Survey Report 2025 - <https://tinyurl.com/OLCDMSDSurvey2025>

### Recommended Articles:

- Fostering Wonder: Librarians Can Help Sustain This Vital Aspect of Learning - School Library Journal
- Inspire creativity with library arts and crafts programs - WebJunction
- Library Tech Trends for 2025 - The Digital Librarian
- Access and Information Literacy: How Libraries are Building Knowledgeable Communities - Programming Librarian
- Programs to Teach Adult Patrons Internet and Media Literacy Skills - Programming Librarian

### Recommended Webinars:

- A Recipe for Reading: Culinary Literacy at Your Library - Programming Librarian
- Living Room Conversations: Connecting Your Library Community Through Conversation - Programming Librarian
- Smart Spaces are Community Places - WebJunction
- Intergenerational Programs at the Library: Connecting Generations for Healthy Communities - WebJunction
- Big Programming Ideas for Small Budgets - Programming Librarian
- Free & Low Cost Programming for Youth - Indiana State Library
- Media Literacy Education for Adult Audiences: Exploring ChatGPT and Conversational AI - Programming Librarian (additional webinars in "Media Literacy Education for Adult Audiences" also available.)

## Keeping Up with Kids' Services - Visit a Comfortable Place

Minerva Public Library is a welcoming and fun place for kids of all ages. With its proximity to the Minerva Elementary and Middle schools, as well as the Minerva Area YMCA, the library is in a unique location to attract several students in the after-school hours.

The library hosts regular family programs, story times, and offers special activities and programs during the summer reading program. The library is a beloved place for families to visit with helpful staff and participate in fun activities. When asked what is their favorite thing about the library one response said "I love the programs offered for kids. Also, the downstairs children's area is great for after school with all the activities available". **When asked how the library is most valuable to their family, survey respondents said the collections and materials (84%) and in-person programs (42%). Respondents said the library collections (72%), programs for children (41%), and (27%) student and educator resources are most valuable to the community.** Continuing to offer engaging programs, especially after school, is recommended.

Some survey and focus group respondents did also comment on after-school conduct and noise levels, with **12% of respondents saying that dedicated quiet areas** would improve the library. This shows that maneuvering additional after-school programming may involve growing pains for some patrons but does not mean that adding additional after-school structure should be ignored. Evaluation of library spaces to discern if there is space for a quiet study/reading zone, while continuing to monitor noise levels on the lower floor, can be helpful in making the library more comfortable for all patrons to use.

School-aged library users who have a positive library experience are more likely to become adult library users, so continuing to explore additional after-school activities while proactively addressing the concerns of adult patrons will show that Minerva Public Library has equal desire to serve both patron groups. Young patrons who are regular library users may respond to composing their own Library Code of Conduct, or having opportunities to volunteer on projects or form an advisory board.

Resources listed on the next page offer articles, toolkits, books and local resources to consult when exploring youth programming and library design.



## Keeping Up with Kids' Services - Visit a Comfortable Place Resources

- [Partnering for Stronger Programming: A Free Toolkit for Libraries](#)
- [Toolkit for Imagining Smart Spaces](#) (Toolkit)
- [Webjunction Space Planning Resources](#) (Links to trainings/resources)
- [Library Buildings and Space Planning Resource List](#) (ALA guides)

### Recommended Articles:

- [Align library services with community aspirations](#) - WebJunction
- [Championing Children and Teens: Resources to support youth library workers](#) - American Libraries

### Recommended Titles:

- [Loop, Karis. \(2019\). Seamless Youth Services for Every Age and Stage. ALA Editions.](#)
- [McChesney, Elizabeth M. Wonder libraries : 20 expert perspectives on what kids need now. ALA Editions.](#)
- [Spina, C. \(2021\). Creating Inclusive Libraries by Applying Universal Design. Rowman & Littlefield.](#)

### Recommended Webinars:

- [Building Community Relationships for Better Library Services](#) - WebJunction
- [Teen services that matter: Designing supportive library experiences](#) - WebJunction

### Local Resources

- [Teen Think Tank](#) - A Library Teen Services Community
- [Reimagining School Readiness Workshop](#) - *"The Reimagining School Readiness Toolkit is a suite of research-backed resources created for library staff to help families prepare children ages birth to 8 years for success in school and in life."*
- [Library Play Spaces You Should Know About](#) - Cincinnati Public Library
- [Louisville Public Library Wiseman Discovery Center \(Sensory Space\)](#)
- [Cuyahoga County Public Library: Brooklyn Branch \("Big Body Play" Space\)](#)
- LSTA Grant Opportunities:
  - [Competitive Grant](#) (Fall 2025)
  - [Open Grant](#) (Next cycle opens July 2025)

## **Additional Notable Findings**

### **Website and Marketing Opportunities**

The library's website is a place to compile and share library information and services and community information. When asked how they find out about new books, word of mouth, social media, outside resources were top responses. The library newsletter was only chosen by 10% of library users. When asked about what was working well, handing out flyers at events was mentioned, and 19% of users get recommendations directly from staff. It is recommended to continue to explore new marketing avenues and collaborate with community partners to cross-promote library programs and services, especially for family and tween programs.

- [Super Library Marketing - Web site tips](#)
- [Four Instant Ways to Improve the Most Valuable Page on Your Library Website](#)
- [Marketing and Outreach Strategies to Engage Your Community](#). (half day webinar with Library Journal)
- [Marketing Library Public Programs: Digging Deeper Into What We Know](#)