

**Minerva Public Library Board of Trustees  
June, 2019 Regular Meeting  
June 26, 6:30 pm in the Library Board Room**

**Call to Order  
Adjustments to the Agenda  
Public Participation**

**Note:** the May Board meeting was cancelled.

**Minutes:** Approve minutes of the April 24, 2019 Board Meeting.

**Ongoing Business**

**LED Project:** HEAT installers started work on June 10 and ran into a problem which delayed the bulb replacement. The project should be finished by the time of this Board meeting.

**Dolly Parton Imagination Library:** The library has received the branded registration forms; a copy is included in the Board packet. Mr. Dillie will update the Board on the plan to start the program.

**Strategic Plan Update:** The new logo has been applied pretty much everywhere it needs to be. Signs have been ordered for the fencing around the HVAC units, and for the entrance. The library is showing movies every Monday afternoon in June and July as a new programming venture.

**Fiscal Officer's Report**

**Accept:** Monthly financial reports for April and May, 2019.

**PLF Distribution:** The May PLF receipts are \$70,782 and June's are \$62,356, respectively 20% and 3.2% more than received in the same months last year. At the state level the PLF receipts are now 4.7% up year-to-date.

**2019 Net Operating Position**

April Revenue	=	\$46,396	Year to Date Revenue	=	\$217,667
April Expenses	=	\$54,763	Year to Date Expenses	=	\$212,171
Difference	=	(\$ 8,367)	Net Position	=	\$ 5,496
<hr/>					
May Revenue	=	\$72,034	Year to Date Revenue	=	\$289,622
May Expenses	=	\$63,694	Year to Date Expenses	=	\$275,864
Difference	=	\$ 8,340	Net Position	=	\$ 13,758

**Unique Management:** \$187.95 for 21 placements in April and \$62.65 for 7 placements in May.

**Credit Card Compliance:** acting as Credit Card Compliance Officer Mr. Dillie has reviewed the library credit cards and confirmed that we are acting in compliance with policy AP 4 Use of Library Credit Cards.

### **New Business**

**Retirement:** Rich Brown retired as library custodian effect May 24. He received a payout of unused vacation and sick leave as described in Employee Handbook Section 810.

**Cleaning Service:** Rather than filling the custodian position made available by Rich Brown's retirement, the library has hired J&D Cleaning Service out of Alliance to maintain the six restrooms. J&D will clean the restrooms six days a week, except for holidays when the library is closed. Jim Van Horne, the library's custodian will be responsible for cleaning the rest of the building.

**Accept** the agreement with J&D Cleaning service to maintain the library's restrooms at a cost of \$1235 a month for the remainder of 2019.

**Public Library Fund Budget Update:** The budget bill sent by the Ohio House to the Senate included an increase in the PLF to 1.7% of the General Revenue Fund. That increase was maintained by the Senate in its work on the budget. The current budget sets the PLF at 1.68% of the GRF, and the rate is set at 1.66% in permanent law. So, 1.7% is a helpful increase. The OLC has asked Library Boards that are meeting soon to pass a resolution of thanks to the library's Senator and encouraging the House and the Governor to maintain that 1.7% rate. The draft resolution is included in the Board packet.

**Approve Resolution 19-06-01** as presented.

**Northeast Ohio Regional Library System:** the library is a member of NEO-RLS a voluntary, cooperative system of libraries in this part of the state. The library's membership level provides free access to the continuing education courses provided, both in-person and online, discounts on other services, and vendor discounts. The library renews its membership annually.

**Approve Resolution 19-06-02:** to renew the library's membership in NEO-RLS for 2019-2020 at the rate of \$1,470.00.

**SEO Library Consortium:** The library belongs to the SEO consortium which provides and maintains the integrated library system—the catalog and

circulation system—that allows the library to manage its own collection and to share materials with the other 92 SEO member libraries. Membership fees are tiered based on the library’s operating revenue and recalculated every year. The library pays some additional fees for services: catalog records, electronic services, and patron services. Those fees run about \$375 per quarter.

**Approve Resolution 19-06-03:** to renew the library’s membership in SEO for 2019-2020 at the rate of \$13,504.75.

**Statewide Delivery Service:** the library participates in a contract for delivery between libraries across Ohio. The service is provided by a private company, Priority Dispatch, under a contract negotiated by the State Library of Ohio. Delivery fee is based on the number of days of service per week, not on the amount of items sent and received. This library sends enough material that we need five-day-a-week service. In 2018 our shipping cost was about six cents per item.

**Approve Resolution 19-06-04:** to renew the library's Statewide Delivery Contract for 2019-2020 in the amount of \$8,263.71.

**Electric Price:** The library's current electric contract with Direct Energy at 5.478 cents per KWh runs out in October. North Shore Energy Consulting, which has brokered electric contracts for the library before, suggested entering a new contract now during months when pricing tends to be lower. Direct Energy again had the best price among seven providers.

**Approve Resolution 19-06-05:** to accept a 24-month contract with Direct Energy at 4.699 cents per KWh to begin October, 2019.

**Health Insurance:** the Stark Council of Governments Board approved the new health insurance rates for July, 2019-June, 2020 and authorized two premium holidays. A report with recommendations for discussion is included in the Board packet.

**Correspondence**

A copy of the letter sent to the members of the Carroll County Budget Commission is included in the Board packet.

**Director's Report**

Accept monthly reports from the Director, and the Youth Services Manager, which are included in the packet.



**Minerva Public Library Board of Trustees  
Minutes of the April, 2019 Regular Meeting  
April 24, 6:30 pm in the Library Board Room**

**Call to Order:** Mr. Bartley called the meeting to order at 6:35.  
Attendance: Trustees Roger Bartley, Jennifer Beard, Virginia Birks, Becky Miller, Sarah Repella, Diane Ruff, Dick Rutledge. Library Director Tom Dillie.

**Adjustments to the Agenda:** Mr. Dillie presented an amendment to the 2019 appropriation under ongoing business to make available the LSTA grant money awarded for Mental Health First Aid Training. Enabling resolutions for two projects under new business and the related amendments to the 2019 appropriation. And request the Board enter executive session during new business to address a personnel matter.

**Public Participation:** none

**Minutes:** Ms. Birks moved to approve minutes of the March 27, 2019 Board Meeting as presented. Ms. Ruff seconded. Motion carried.

**Ongoing Business**

**YMCA Expansion Project:** Mr. Dillie reported that the YMCA renovations are done, and the spaces at the far side of the library parking lot were cleaned and restriped before the YMCA open house on April 7. Teresa Arrasmith has told Mr. Dillie that the Y will landscape the area around the new steps, and in the median strip between the two parking lots.

**Mental Health First Aid Training Grant:** Mr. Dillie reported that the library hosted the training on April 18 with 15 in attendance. Staff who attended thought it was worthwhile. The library will contact local mental health agencies to arrange for short, practical training for all staff during the next staff in-service.

**Amend 2019 Appropriation:** Mr. Dillie reported that the library has received the \$4,999.00 LSTA grant to pay for the MHFA training day; however, Ms. Davies has asked that the annual appropriation be amended to show this grant as revenue so that it is available to spend.

Ms. Miller moved to approve **Resolution 19-04-01** to amend the 2019 Appropriation to show \$4,999.00 received from an LSTA grant for the purpose of funding Mental Health First Aid training at the library. This grant is added to fund account 1000-212-0200 Restricted Federal Grants. Dr. Beard seconded. Motion carried unanimously.

**Strategic Plan Update:** The library is posting daily to Facebook and Instagram. Jennifer is scheduling those posts through the Hootsuite account. She made posters for the Adult programs this spring in a uniform graphic style using the Canva software.

**Fiscal Officer's Report**

Mr. Rutledge moved to accept the monthly financial reports for March, 2019. Ms. Birks seconded. Motion carried unanimously.

**PLF Distribution:** The April PLF receipts are \$42,252, 2% more than the \$41,388 received last April. At the state level the PLF receipts were up 2.7% over last year.

**2019 Net Operating Position**

March Revenue	=	\$46,600	Year to Date Revenue	=	\$171,271
March Expenses	=	\$42,578	Year to Date Expenses	=	\$157,408
Difference	=	\$ 4,022	Net Position	=	\$ 13,863

**Book Sale Revenue:** The spring book sale took in \$1115.00, one of the highest totals ever.

**Health Insurance:** Mr. Dillie reported that the library received a letter from the Stark County Educational Services Center saying that the proposed health insurance increase for 2020 fiscal year is 3.25% with two premium holidays. This recommendation will be voted on at the June SCOG meeting; a reminder that the SCOG fiscal year is July 1- June 30. The library will schedule those premium holiday months for those months with three pay periods. The letter from SCOG contained the usual caution that members should budget for a 10% increase in premiums and no premium holiday when looking several years out. Mr. Dillie reminded the Board that the library pays flat dollar amount for the monthly insurance subsidy which puts any premium increase onto the staff. Since the library has participated in the SCOG, there has always been at least one premium holiday month.

**New Business**

**Dolly Parton Imagination Library:** As was discussed at last month's meeting, Stark County District Library plans to start this program which allows parents to sign-up children aged 0-5 years to receive one book a month by mail at a cost of \$25 per year per child. SCDL has asked the other six libraries in Stark County if they would like to participate as well, with SCDL handling the administration county-wide, and the each library responsible for its own local registrations and for funding the annual cost for their own patrons. The library Directors met on April 4

to learn more about the project. Mr. Dillie reviewed with the Trustees the DPIL Overview and sample registration forms, as well as information on the current participation in Ohio that was included in the Board packet, along with the draft Memorandum of Understanding between SCDL and the participating local libraries. Mr. Dillie shared that the Governor's proposed Books from Birth Foundation, as the OLC understands it, will partner with DPIL to offer that program throughout Ohio; there is similar foundation in Tennessee partnered with DPIL now. Books from Birth will not be able to fully fund the program, and whether it will make any money available to agencies already offering DPIL is uncertain. There was general discussion among the Trustees and general agreement that this is a good project for the library. A cost of only \$25.00 per child per year for a book delivered every month is a very reasonable cost. Mr. Rutledge mentioned that support for early literacy is a long-standing Rotary interest and that there might be some opportunity for support from Minerva Rotary. The low cost per child also makes it an easy ask for direct donations from library patrons. Mr. Dillie emphasized that the library will use donations and fee revenue to fund the program, not PLF money.

Ms. Birks moved to approve **Resolution 19-04-02** that the Minerva Public Library will cooperate with Stark County District Library to provide the Dolly Parton Imagination Library to eligible children in the Minerva Public Library service area. Ms. Miller seconded. Motion passed unanimously.

Ms. Miller moved to approve **Resolution 19-04-03** to direct \$500 from the spring book sale receipts to support of enrollments in the Dolly Parton Imagination Library. Dr. Beard seconded. Motion passed unanimously.

Ms. Miller moved to approve **Resolution 19-04-04** to direct the meeting room reservation fees received from Weight Watchers to support of enrollments in the Dolly Parton Imagination Library.

**LED Lighting Project:** In December, the library received a proposal from HEAT Total Facilities Solutions to replace the fluorescent lights throughout the building with LEDs. The detailed proposal was included in the Board packet for review and discussion. Mr. Dillie pointed out that more than 1/3 of the project's cost would be recovered in the AEP rebate, while the remaining project cost would be recouped from savings on the electric bill within 24 months. The 2018 AEP bill total was \$32,280, and the projected savings on electricity would reduce the annual bill by 27%. H.E.A.T. Total Facility Solutions would do the work during the summer and it would take 3-4 weeks to complete. The company will dispose of all ballasts and fluorescent tubes. General discussion among the Trustees showed support for the project with the quick return on the investment making it even more attractive.

Ms. Birks moved to approve **Resolution 19-04-05** to approve the contract with H.E.A.T Total Facility Solutions to replace the library's interior florescent lighting with LED lighting at a project cost of \$25,850 and an expected rebate from AEP of approximately \$9,675. Ms. Ruff seconded. Motion passed unanimously.

Mr. Dillie asked that more money be appropriated for Capital Projects to cover the cost of this work. Ms. Repella moved to approve **Resolution 19-04-06** to Amend the 2019 Appropriation to increase the amount available in Capital Projects Fund (expenses) 4001-760-331-0000 Maintenance and Repair of Facilities from \$25,000 to \$45,000. Dr. Beard seconded. Motion passed unanimously.

**Next State Budget:** Mr. Dillie attended the Ohio Library Council Legislative Day in Columbus on April 9. He and representatives from SCDL and Rodman Library met with Representative Stoltzfus and made a request for increasing the PLF funding in the next budget as well as holding libraries harmless if there is diversion of money from the General Revenue Fund. So far, there have been three different Republican-sponsored amendments submitted proposing to increase the PLF to 1.75%, 1.9% or 2 % of the GRF. It's early days yet, and nothing may come of any of these, but it's nice to see the interest from different legislators.

At Mr. Dillie's request, Mr. Rutledge moved to enter Executive Session at 7:45 pm with the full Board and Library Director to discuss the discipline or dismissal of a library staff member. Ms. Miller seconded.

Roll Call: \_\_\_Mr. Bartley \_\_\_Dr. Beard \_\_\_Ms. Birks \_\_\_Ms. Miller \_\_\_Ms. Repella  
\_\_\_Ms. Ruff \_\_\_Mr. Rutlege

Mr. Rutledge moved to leave Executive Session at 8:05 pm and return to the regular Board Meeting at 8:05. Ms. Birks seconded.

### **Correspondence**

None this month.

### **Director's Report**

Mr. Rutledge moved to accept the monthly reports from the Director, and the Youth Services Manager as presented. Ms. Russ seconded. Motion carried.

**Library Statistics:** The March door count was up 5.9% over last March, and we're now up 7.15% for the year. Spring break was in March this year, as it was last year. In-house circulation (checkouts and renewals of physical materials) was down 9.6% and total circulation (in-house circ + loans to other libraries + downloadable content) was down 7.1%, giving a reduction of 5.3% for the first



quarter of the year. Downloadable content circulation for March was the largest ever.

**Accept Gifts**

<b>March Restricted Individual Contributions to the General Fund</b>	\$ 0.00
<b>March Unrestricted Individual Contributions to the General Fund</b>	\$131.06
<b>Total Restricted and Unrestricted</b>	\$131.06

**March In-kind Gifts**

anonymous

6 hardcovers; 7 trade  
paperbacks; 5 mass market  
paperbacks; 5 DVDs

John Oyer

1 trade paperback

**Adjourn:** Ms. Miller moved to adjourn the meeting at 8:10 pm. Mr. Rutledge seconded.

The next Regular Board Meeting will be held on May 22, 2019 at 6:30 pm in the Minerva Public Library Board Room. The Board will meet as the Records Commission immediately prior to the regular Board meeting.

**Presents**



**What Is It?**

Dolly Parton's Imagination Library is a 60 volume set of books beginning with the children's classic *The Little Engine That Could*<sup>™</sup>. Each month a new, carefully selected book will be mailed in your child's name directly to your home. Best of all it is a **FREE GIFT!** There is no cost or obligation to your family.

**Who Is Eligible?**

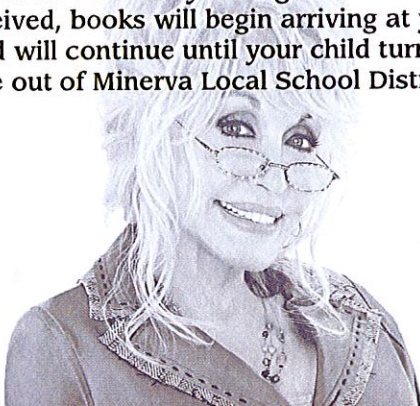
Preschool children ages birth to five who are residents of Minerva Local School District.

**What Are My Responsibilities?**

1. Be a resident of Minerva Local School District.
2. Submit an official registration form, completely filled out by parent or guardian. (Form must be approved and on file with Stark County District Library.)
3. Notify Stark County District Library any time your address changes. Books are mailed to the address listed on the official registration form. *If the child's address changes, you must contact the folks at the address on this card in order to continue receiving books.*
4. Read with your child.

**When Will I Receive Books?**

Eight to ten weeks after your registration form has been received, books will begin arriving at your home and will continue until your child turns five or you move out of Minerva Local School District.



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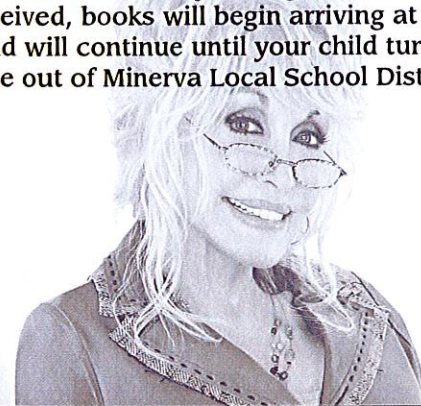
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## Dolly Parton's IMAGINATION LIBRARY Official Registration Form

1st Preschool Child's FULL Name \_\_\_\_\_

Child's Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex: M F Phone \_\_\_\_\_

2nd Preschool Child's FULL Name \_\_\_\_\_

Child's Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex: M F Phone \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Child's Home Address \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

Email Address \_\_\_\_\_

I hereby explicitly consent to allow the Dollywood Foundation, Inc. to use the information provided herein for the purposes of participating in Dolly Parton's Imagination Library book gifting program. To measure the benefits of this program, we may create datasets with the information provided herein and share them with research and educational advancement partners. You agree to review our full Terms & Conditions and Privacy Policy by visiting [imaginationlibrary.com](http://imaginationlibrary.com). By signing and submitting this form you expressly consent to the terms set forth herein.

"This child is a resident of *Minerva Local School District*."

SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_

FOR OFFICE USE ONLY: Date Received: \_\_\_\_\_ Group Code: \_\_\_\_\_

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1st Preschool Child's FULL Name \_\_\_\_\_

Child's Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex: M F Phone \_\_\_\_\_

2nd Preschool Child's FULL Name \_\_\_\_\_

Child's Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex: M F Phone \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Child's Home Address \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_


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Cut Here 

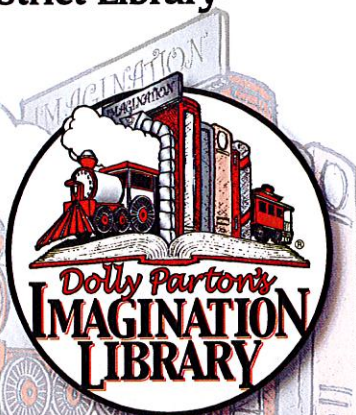
**Sign up your child today!**


Simply fill out the above form and mail to:

**Stark County District Library**

715 Market Ave N  
Canton, OH 44702  
(330) 452-0665

**MINERVA**  
PUBLIC LIBRARY  
Read • Explore • Discover



Cut Here 

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**MINERVA**  
PUBLIC LIBRARY  
Read • Explore • Discover



**Minerva Public Library**

**April 2019 Financial  
Reports**

**Submitted for June 2019  
Board Meeting**



Minerva Public Library  
 Summary of Financial Information-April 2019

<u>Current Month:</u>	<u>General Fund</u>	<u>Restricted</u>	<u>Capital Projects</u>
<b>Receipts:</b>			
<u>LSTA GRANT</u>			
Public Library Fund	42,251.96		
Sales Tax	1.12		
Patron Fines & Fees	224.54		
Lost Card/items	65.70		
Copier	780.88		
Fax	85.25		
Contributions/Summer Reading	2,492.75		
Resale	15.86		
Interest	344.85		
Misc	132.60		
Total *Revenue Ledger	<u>46,395.51</u>		

<u>Expenditures:</u>	
<u>Salaries</u>	24,797.39
Benefits-Opers	3,630.46
Medicare	352.55
Insurance-Medical and Life	30.27
Other-purchased Contract Services	
Catalog/Processing	159.46
Programming supplies	-3,142.11
Adult Books	2,179.19
Youth Books	317.68
AV Adult	1,035.31
AV Downloadable	0.00
AV Youth	175.00
Office Supplies	455.30
Misc	2,500.00
LSTA GRANT	331.50
Other Purchased Contract Ser	5,753.72
Periodicals	398.00
Rent/Lease	647.96
Telephone	1,234.00
Mtn and Repair on Equip	796.62
Other Property Mtn Repair/Sec	3,119.54
Utilities-Gas, Electric, Water a	0.00
taxes	
Property Maintenance and Repair	700.18
Property Maintenance and Ref	
Travel and Meeting	
Postage	8,274.00
Bldg Insurance	762.00
UAN	23.98
Resale Items	231.00
WCMP	<u>54,763.00</u>
Total Expenditures-Taken from	<u>54,763.00</u>

Total Pooled Cash	132,505.36
As of 04.30.19	22,005.80
	219,704.13
	100,000.00
	345.00
	<u>474,560.29</u>

<u>General Account</u>	<u>Capital Balance</u>
96,674.98	35,830.38
22,005.80	
219,704.13	
4,638.06	95,361.94
345.00	
<u>343,367.97</u>	<u>131,192.32</u>

<u>Ending Cash Balance:</u>
Checking/Cash on Hand
Savings (Chase)
Certificates of Deposit (CNB)
Certificates of Deposit (Chase)
Petty Cash/Registers
Total

<u>Operating</u>
Receipts
Appropriations
<u>Net Loss April 19</u>

**Revenue Status**

By Fund  
As Of 4/30/2019

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-190-0000	Other - Local Taxes	\$35.00	\$4.28	\$30.72	12.229%
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	\$4,999.00	-\$4,999.00	0.000%
1000-240-0011	Public Library Fund - State{STARK CO}	\$515,517.00	\$157,640.01	\$357,876.99	30.579%
1000-240-0012	Public Library Fund - State{CARROLL CO}	\$136,919.00	\$41,831.01	\$95,087.99	30.552%
1000-240-0013	Public Library Fund - State{COLUMBIANA CO}	\$16,410.00	\$5,018.07	\$11,391.93	30.579%
1000-310-0311	Patron Fines and Lost Item Income{FINES & FEES}	\$3,000.00	\$1,042.46	\$1,957.54	34.749%
1000-310-0312	Patron Fines and Lost Item Income{LOST ITEM}	\$200.00	\$167.54	\$32.46	83.770%
1000-310-0314	Patron Fines and Lost Item Income{LOST CARD FEE}	\$75.00	\$10.00	\$65.00	13.333%
1000-340-0000	Patron Coin-Operated Machine Income	\$2,750.00	\$1,434.55	\$1,315.45	52.165%
1000-360-0000	Patron Class and Seminar Fees	\$0.00	\$0.00	\$0.00	0.000%
1000-399-0000	Other - Patron Fines and Fees	\$200.00	\$2.80	\$197.20	1.400%
1000-399-0397	Other - Patron Fines and Fees{PRINTER PAPER}	\$2,000.00	\$296.65	\$1,703.35	14.833%
1000-399-0398	Other - Patron Fines and Fees{FAX FEE}	\$750.00	\$268.65	\$481.35	35.820%
1000-611-0000	Restricted Contributions - Individuals	\$500.00	\$0.00	\$500.00	0.000%
1000-612-0000	Restricted Contributions - Businesses	\$2,000.00	\$1,300.00	\$700.00	65.000%
1000-613-0000	Restricted Contributions - Foundations	\$0.00	\$0.00	\$0.00	0.000%
1000-651-0000	Unrestricted Contributions - Individuals	\$3,500.00	\$1,470.14	\$2,029.86	42.004%
1000-652-0000	Unrestricted Contributions - Businesses	\$0.00	\$200.00	-\$200.00	0.000%
1000-701-0000	Interest or Dividends on Investments	\$2,500.00	\$1,342.36	\$1,157.64	53.694%
1000-820-0000	Sale of Supplies for Resale	\$250.00	\$59.24	\$190.76	23.696%
1000-871-0000	Refunds for Overpayment	\$75.00	\$0.00	\$75.00	0.000%
1000-872-0000	Insurance Reimbursements	\$500.00	\$71.00	\$429.00	14.200%
1000-892-0000	Other - Miscellaneous Non-Operating	\$100.00	\$509.19	-\$409.19	509.190%
<b>Fund 1000 Sub-Total:</b>		<b>\$687,281.00</b>	<b>\$217,666.95</b>	<b>\$469,614.05</b>	<b>31.671%</b>

**Revenue Status**

By Fund  
As Of 4/30/2019

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	0.0000%
4001-872-0000	Insurance Reimbursements	\$0.00	\$0.00	\$0.00	0.0000%
4001-931-0000	Transfers - In	\$15,000.00	\$0.00	\$15,000.00	0.0000%
Fund 4001 Sub-Total:		\$15,000.00	\$0.00	\$15,000.00	0.0000%
Report Total:		\$702,281.00	\$217,666.95	\$484,614.05	30.994%

**Appropriation Status**

By Fund  
As Of 4/30/2019

Fund: General  
Pooled Balance: \$125,706.95  
Non-Pooled Balance: \$219,704.13  
Total Cash Balance: \$345,411.08

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	\$84,893.00	\$0.00	\$26,572.53	\$68,320.47	31.301%
1000-110-110-0002	D Salaries(MANAGERS)	\$0.00	\$0.00	\$38,465.00	\$0.00	\$12,457.66	\$26,007.34	32.387%
1000-110-110-0003	D Salaries(NON-PROFESSIONALS)	\$0.00	\$0.00	\$185,592.00	\$0.00	\$64,260.29	\$121,331.71	34.624%
1000-110-110-0004	D Salaries(SUBSTITUTES)	\$0.00	\$0.00	\$11,000.00	\$0.00	\$1,274.30	\$9,725.70	11.585%
1000-110-110-0005	D Salaries(SERVICE WORKERS)	\$0.00	\$0.00	\$26,983.00	\$0.00	\$6,453.41	\$18,529.59	31.329%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$48,570.62	\$0.00	\$16,150.98	\$32,419.74	33.252%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$5,030.53	\$0.00	\$1,623.68	\$3,406.85	32.277%
1000-110-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$38,001.00	\$28,334.20	\$9,666.80	\$0.00	25.438%
1000-110-222-0000	Life Insurance	\$0.00	\$0.00	\$385.00	\$294.19	\$90.81	\$0.00	23.587%
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	\$1,145.00	\$225.00	\$0.00	16.423%
1000-110-291-0000	D Unemployment Benefits	\$0.00	\$0.00	\$10.00	\$0.00	\$0.00	\$10.00	0.000%
1000-110-300-2019	Purchased and Contracted Services(Mental Health FA grant pr)	\$0.00	\$0.00	\$5,000.00	\$2,500.00	\$2,500.00	\$0.00	50.000%
1000-110-380-0000	Library Material Control Services	\$0.00	\$0.00	\$1,600.00	\$1,600.00	\$0.00	\$0.00	0.000%
1000-110-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$2,500.00	\$2,300.00	\$200.00	\$0.00	8.000%
1000-110-450-0015	Supplies(PROGRAMMING SUPPLIES)	\$0.00	\$0.00	\$3,000.00	\$2,374.98	\$625.02	\$0.00	20.834%
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%
1000-120-411-1000	Books and Pamphlets(ADULT DEPT. BOOKS)	\$0.00	\$0.00	\$23,000.00	\$8,708.08	\$5,007.88	\$9,284.04	21.773%
1000-120-411-2000	Books and Pamphlets(YOUTH DEPT. BOOKS)	\$0.00	\$0.00	\$22,000.00	\$762.94	\$4,154.37	\$17,082.69	18.884%
1000-120-413-0000	Periodicals	\$0.00	\$0.00	\$7,500.00	\$1,745.28	\$5,753.72	\$1.00	76.716%
1000-120-413-1006	Audiovisual Materials(Audiovisual Materials ADULT)	\$0.00	\$0.00	\$13,000.00	\$3,173.27	\$774.22	\$9,052.51	5.956%
1000-120-413-1007	Audiovisual Materials(DOWNLOADABLE CONTENT)	\$0.00	\$0.00	\$17,000.00	\$12,704.54	\$3,795.46	\$5,000.00	22.326%
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	\$6,000.00	\$2,742.89	\$193.84	\$3,063.47	3.227%
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	\$450.00	\$0.00	\$0.00	\$450.00	0.000%

Report reflects selected information.



MINERVA PUBLIC LIBRARY, STARK COUNTY  
**Appropriation Status**  
 By Fund

5/15/2019 2:58:44 PM  
 UAN v2019.2

As Of 4/30/2019

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
1000-120-419-0000	Other - Library Materials and Information	\$0.00	\$0.00	\$500.00	\$109.31	\$55.11	\$335.58	11.022%
1000-120-459-0008	Other - Supplies(CATALOGING & PROCESSING SUPPL.)	\$0.00	\$0.00	\$6,000.00	\$5,170.72	\$829.28	\$0.00	13.821%
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	\$7,750.00	\$5,219.82	\$2,530.18	\$9,777.95	32.647%
1000-210-332-0000	Maintenance and Repair on Equipment	\$0.00	\$0.00	\$29,360.00	\$14,625.88	\$4,956.17	\$0.00	16.881%
1000-210-334-0000	Trash Removal	\$0.00	\$0.00	\$1,250.00	\$938.00	\$312.00	\$0.00	24.960%
1000-210-339-0000	Other - Property Maint. Repair & Security Svc	\$0.00	\$0.00	\$7,505.00	\$4,752.76	\$2,252.24	\$500.00	30.010%
1000-210-361-0000	Electricity	\$0.00	\$0.00	\$35,000.00	\$27,227.56	\$7,772.44	\$0.00	22.207%
1000-210-362-0000	Water and Sewage	\$0.00	\$0.00	\$700.00	\$446.86	\$253.14	\$0.00	36.163%
1000-210-363-0000	Natural Gas	\$0.00	\$0.00	\$8,100.00	\$4,156.22	\$3,943.78	\$0.00	48.689%
1000-210-399-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	0.000%
1000-210-452-0000	Property Maintenance/Repair Supplies & Parts	\$0.00	\$0.00	\$4,000.00	\$1,909.58	\$2,090.42	\$0.00	52.261%
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	\$4,875.00	\$278.00	\$447.00	\$4,150.00	9.169%
1000-230-311-0000	Dues and Fees	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	\$0.00	100.000%
1000-230-312-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$2,000.00	\$1,354.98	\$645.02	\$0.00	32.251%
1000-230-322-0000	Postage	\$0.00	\$0.00	\$225.00	\$164.67	\$60.33	\$0.00	26.813%
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	\$50.00	\$0.00	\$0.00	0.000%
1000-230-325-0010	Advertising(EMPLOYEE VACANCY ADS)	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$0.00	0.000%
1000-230-329-0000	Other - Communications,Printing and Publicity	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.000%
1000-230-341-0000	Property Insurance Premiums	\$0.00	\$0.00	\$8,500.00	\$8.00	\$8,274.00	\$226.00	97.341%
1000-230-343-0000	Fidelity Bond Premiums	\$0.00	\$0.00	\$250.00	\$8.00	\$242.00	\$0.00	96.800%
1000-230-351-0000	Rents and Leases	\$0.00	\$0.00	\$2,500.00	\$1,520.00	\$830.00	\$150.00	33.200%
1000-230-371-0000	Auditing Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-372-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$3,700.00	\$2,938.00	\$762.00	\$0.00	20.595%
1000-230-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$12,100.00	\$6,884.83	\$5,215.17	\$0.00	43.101%
1000-230-390-0014	Other - Purchased and Contracted Services(COMPUTER SVCS & I)	\$0.00	\$0.00	\$850.00	\$554.65	\$295.35	\$0.00	34.747%
1000-230-451-0007	General Administrative Supplies(OFFICE SUPPLIES)	\$0.00	\$0.00	\$4,000.00	\$3,310.44	\$689.56	\$0.00	17.239%
1000-230-454-0000	Supplies Purchased for Resale	\$0.00	\$0.00	\$50.00	\$0.00	\$23.98	\$26.02	47.960%
1000-230-510-0000	Dues and Memberships	\$0.00	\$0.00	\$16,980.00	\$11,399.55	\$5,546.45	\$34.00	32.665%
1000-230-520-0000	D Taxes and Assessments	\$0.00	\$0.00	\$95.00	\$51.00	\$40.29	\$3.71	42.411%
1000-230-550-0000	Refunds and Reimbursements	\$0.00	\$0.00	\$250.00	\$50.00	\$200.00	\$0.00	80.000%

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 4/30/2019

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
1000-230-590-0000	Other - Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-760-750-0000	Furniture and Equipment	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0000%
1000-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.0000%
	<b>General Fund Total:</b>	\$0.00	\$0.00	\$715,965.15	\$161,606.20	\$212,170.58	\$342,188.37	29.6344%

Fund: Capital Projects

Pooled Balance: \$131,192.32

Non-Pooled Balance: \$0.00

Total Cash Balance: \$131,192.32

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	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0000%
4001-760-720-0000	Land Improvement	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0000%
4001-760-750-0000	Furniture and Equipment	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.0000%
	<b>Capital Projects Fund Total:</b>	\$0.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.0000%
	<b>Report Total:</b>	\$0.00	\$0.00	\$760,965.15	\$161,606.20	\$212,170.58	\$387,188.37	27.8822%

## Payment Listing

4/1/2019 to 4/30/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
46-2019	02/13/2019	02/13/2019	CH	EBSCO	\$5,384.01 *	C
46-2019	04/26/2019	04/26/2019	NEG ADJ	EBSCO	-\$5,384.01	C
46-2019	04/26/2019	04/26/2019	POS ADJ	EBSCO	\$5,384.01	C
102-2019	04/04/2019	04/08/2019	CH	FIRST COMMUNICATIONS	\$647.96	C
103-2019	04/10/2019	04/10/2019	CH	AMERICAN HERITAGE LIFE INSURANCE C	\$225.55	C
104-2019	04/10/2019	04/10/2019	CH	PAYCHEX	\$9,687.44	C
105-2019	04/11/2019	04/15/2019	CH	PAYCHEX	\$103.55	C
106-2019	04/04/2019	04/15/2019	CH	PAYCHEX	\$1,236.46	C
141-2019	04/18/2019	05/14/2019	CH	Bridge Health Services	\$2,500.00	C
142-2019	04/10/2019	05/14/2019	CH	GREATAMERICA FINANCIAL SERVICES	\$398.00	C
143-2019	04/10/2019	05/14/2019	CH	MIDWEST TAPE	\$1,035.31	C
144-2019	04/10/2019	05/14/2019	CH	RENTWEAR, INC.	\$88.62	C
146-2019	04/10/2019	05/14/2019	CH	WATER AND SEWER DEPT.	\$253.14	C
147-2019	04/10/2019	05/14/2019	CH	NATURESCAPES	\$588.00	C
148-2019	04/10/2019	05/14/2019	CH	WHITAKER-MYERS INSURANCE	\$8,274.00	C
149-2019	04/10/2019	05/14/2019	CH	LOVELESS EXTERMINATING	\$120.00	C
150-2019	04/10/2019	05/14/2019	CH	UNIQUE MANAGEMENT SERVICES, INC.	\$187.95	C
151-2019	04/10/2019	05/14/2019	CH	THE REPOSITORY	\$165.72	C
152-2019	04/10/2019	05/14/2019	CH	OHIO PUBLIC LIBRARY INFORMATION NET	\$1,050.00	C
153-2019	04/10/2019	05/14/2019	CH	Sarah Pearson	\$24.80	C
154-2019	04/10/2019	05/14/2019	CH	Solid Waste And Recycling	\$104.00	C
155-2019	04/10/2019	05/14/2019	CH	INDEPENDENT ELEVATOR CO., INC.	\$184.00	C
156-2019	04/10/2019	05/14/2019	CH	CATLETT QUALITY PLUMBING	\$348.35	C
157-2019	04/10/2019	05/14/2019	CH	CENTER POINT LARGE PRINT	\$307.71	C
158-2019	04/10/2019	05/14/2019	CH	Jim Hetrick	\$39.00	C
159-2019	04/10/2019	05/14/2019	CH	TREASURER, STATE OF OHIO	\$762.00	C
160-2019	04/10/2019	05/14/2019	CH	CENTER POINT LARGE PRINT	\$442.66	C
161-2019	04/10/2019	05/14/2019	CH	CARE WORKS COMP	\$231.00	C
162-2019	04/10/2019	05/14/2019	CH	BAKER & TAYLOR BOOKS	\$2,331.77	C
163-2019	04/10/2019	05/14/2019	CH	KATHRYN A. HELLER	\$18.80	C
164-2019	04/10/2019	05/14/2019	CH	TOM DILLIE	\$156.70	C
165-2019	04/11/2019	05/14/2019	CH	BAKER & TAYLOR BOOKS	\$1,596.61	C
167-2019	04/16/2019	05/14/2019	CH	AMERICAN ELECTRIC POWER	\$1,914.83	C
168-2019	04/17/2019	05/14/2019	CH	COLUMBIA GAS OF OHIO	\$847.57	C
169-2019	04/17/2019	05/14/2019	CH	OHIO PUBLIC EMPLOYEES DEFERRED	\$340.00	C
170-2019	04/19/2019	05/14/2019	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$3,106.57	C
171-2019	04/24/2019	05/14/2019	CH	PAYCHEX	\$9,263.23	C
172-2019	04/24/2019	05/14/2019	CH	OHIO PUBLIC EMPLOYEES DEFERRED	\$340.00	C
173-2019	04/25/2019	05/14/2019	CH	PAYCHEX	\$1,193.56	C
174-2019	04/26/2019	05/14/2019	CH	SCHOOL LIBRARY JOURNAL	\$99.00	C
175-2019	04/26/2019	05/15/2019	CH	HERFF JONES YEARBOOKS	\$425.73	C
176-2019	04/26/2019	05/15/2019	CH	CHASE CARD SERVICES	\$37.89	C
177-2019	04/30/2019	05/15/2019	CH	AMERICAN HERITAGE LIFE INSURANCE C	\$195.98	C
178-2019	04/26/2019	05/15/2019	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$3,117.09	C
179-2019	04/10/2019	05/15/2019	CH	MINERVA TRUE VALUE HARDWARE	\$23.98	C
6710	04/16/2019	04/15/2019	AW	Nationwide Hotel and Conference	\$215.82	C

**Payment Listing**

4/1/2019 to 4/30/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
6711	04/15/2019	04/15/2019	AW	CHRISTINA L. DAVIES	\$150.60	C
6712	04/15/2019	04/15/2019	AW	LIBRARY JOURNAL	\$104.99	C
6713	04/15/2019	04/15/2019	AW	McKINLEY MUSEUM	\$40.00	C
6714	04/15/2019	04/15/2019	AW	MORRISON'S SWEEPER PLACE	\$131.97	C
6715	04/15/2019	04/15/2019	AW	STARK COUNTY SCHOOLS FLEX PLAN AC	\$60.00	C
6716	04/15/2019	04/15/2019	AW	STARK COUNTY SCHOOLS COUNCIL OF G	\$45.09	C
Total Payments:					\$54,763.00	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$54,763.00	

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, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, 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

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

**Bank Reconciliation**

Reconciled Date 4/30/2019

Posted 5/15/2019 2:25:31 PM

Prior UAN Balance:		\$484,970.89
Receipts:	+	\$46,395.51
Payments:	-	\$54,763.00
Adjustments:	+	\$0.00
Current UAN Balance as of 04/30/2019:		<u>\$476,603.40</u>
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 04/30/2019:		<u><u>\$476,603.40</u></u>
Entered Bank Balances as of 04/30/2019:		\$474,560.29
Deposits in Transit:	+	\$306.94
Outstanding Payments:	-	\$0.00
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$1,736.17
Adjusted Bank Balances as of 04/30/2019:		<u><u>\$476,603.40</u></u>

Balances Reconciled

Reconciliation Notes

Deflating Bank Errors: \$1,736.17  
 Payment to Amazon was a duplicate payment. Awaiting credit for June 2019

Governing Board Signatures

\_\_\_\_\_

There are no outstanding payments as of 04/30/2019.

There are no outstanding adjustments as of 04/30/2019.

**Bank Balances**

Reconciled Date 4/30/2019

Posted 5/15/2019 2:25:31 PM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY	618398119	\$143,257.81	\$134,241.53	\$132,505.36	-\$1,736.17
Secondary	CHANGE AMT	3	\$265.00	\$265.00	\$265.00	\$0.00
Secondary	PETTYCASH2	2	\$80.00	\$80.00	\$80.00	\$0.00
Investment	CD Chase	100078399134	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
Investment	CD012716	106638111	\$20,922.16	\$20,952.92	\$20,952.92	\$0.00
Investment	CD042517	106524019	\$20,919.23	\$20,937.72	\$20,937.72	\$0.00
Investment	CD050916	106488743	\$103,919.71	\$104,099.03	\$104,099.03	\$0.00
Investment	CD072716	0106125341	\$20,888.60	\$20,919.31	\$20,919.31	\$0.00
Investment	CD080415	106254903	\$31,537.21	\$31,597.00	\$31,597.00	\$0.00
Investment	CD082817	0106774145	\$21,175.84	\$21,198.15	\$21,198.15	\$0.00
Investment	SAVINGS	1558166870	\$22,002.33	\$22,005.80	\$22,005.80	\$0.00
Investment	STAR OHIO	41981	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total:</b>			<u>\$484,967.89</u>	<u>\$476,296.46</u>	<u>\$474,560.29</u>	<u>-\$1,736.17</u>

**Cleared Payments**

Reconciled Date 4/30/2019

Posted 5/15/2019 2:25:31 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	102-2019	04/04/2019	FIRST COMMUNICATIONS	\$647.96
PRIMARY	Electronic	103-2019	04/10/2019	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$225.55
PRIMARY	Electronic	104-2019	04/10/2019	PAYCHEX	\$9,687.44
PRIMARY	Electronic	105-2019	04/11/2019	PAYCHEX	\$103.55
PRIMARY	Electronic	106-2019	04/04/2019	PAYCHEX	\$1,236.46
PRIMARY	Electronic	141-2019	04/18/2019	Bridge Health Services	\$2,500.00
PRIMARY	Electronic	142-2019	04/10/2019	GREATAMERICA FINANCIAL SERVICES	\$398.00
PRIMARY	Electronic	143-2019	04/10/2019	MIDWEST TAPE	\$1,035.31
PRIMARY	Electronic	144-2019	04/10/2019	RENTWEAR, INC.	\$88.62
PRIMARY	Electronic	146-2019	04/10/2019	WATER AND SEWER DEPT.	\$253.14
PRIMARY	Electronic	147-2019	04/10/2019	NATURESCAPES	\$588.00
PRIMARY	Electronic	148-2019	04/10/2019	WHITAKER-MYERS INSURANCE	\$8,274.00
PRIMARY	Electronic	149-2019	04/10/2019	LOVELESS EXTERMINATING	\$120.00
PRIMARY	Electronic	150-2019	04/10/2019	UNIQUE MANAGEMENT SERVICES, INC.	\$187.95
PRIMARY	Electronic	151-2019	04/10/2019	THE REPOSITORY	\$165.72
PRIMARY	Electronic	152-2019	04/10/2019	OHIO PUBLIC LIBRARY INFORMATION NETWORK	\$1,050.00
PRIMARY	Electronic	153-2019	04/10/2019	Sarah Pearson	\$24.80
PRIMARY	Electronic	154-2019	04/10/2019	Solid Waste And Recycling	\$104.00
PRIMARY	Electronic	155-2019	04/10/2019	INDEPENDENT ELEVATOR CO., INC.	\$184.00
PRIMARY	Electronic	156-2019	04/10/2019	CATLETT QUALITY PLUMBING	\$348.35
PRIMARY	Electronic	157-2019	04/10/2019	CENTER POINT LARGE PRINT	\$307.71
PRIMARY	Electronic	158-2019	04/10/2019	Jim Hetrick	\$39.00
PRIMARY	Electronic	159-2019	04/10/2019	TREASURER, STATE OF OHIO	\$762.00
PRIMARY	Electronic	160-2019	04/10/2019	CENTER POINT LARGE PRINT	\$442.66
PRIMARY	Electronic	161-2019	04/10/2019	CARE WORKS COMP	\$231.00
PRIMARY	Electronic	162-2019	04/10/2019	BAKER & TAYLOR BOOKS	\$2,331.77
PRIMARY	Electronic	163-2019	04/10/2019	KATHRYN A. HELLER	\$18.80
PRIMARY	Electronic	164-2019	04/10/2019	TOM DILLIE	\$156.70
PRIMARY	Electronic	165-2019	04/11/2019	BAKER & TAYLOR BOOKS	\$1,596.61
PRIMARY	Electronic	167-2019	04/16/2019	AMERICAN ELECTRIC POWER	\$1,914.83
PRIMARY	Electronic	168-2019	04/17/2019	COLUMBIA GAS OF OHIO	\$847.57
PRIMARY	Electronic	169-2019	04/17/2019	OHIO PUBLIC EMPLOYEES DEFERRED	\$340.00
PRIMARY	Electronic	170-2019	04/19/2019	OHIO PUBLIC EMPLOYEES	\$3,106.57

**Cleared Payments**

Reconciled Date 4/30/2019

Posted 5/15/2019 2:25:31 PM

<u>Account</u>	<u>Type</u>	<u>Payment #</u>	<u>Post Date</u>	<u>Vendor / Payee</u>	<u>Amount</u>
				RETIREMENT SYSTEM	
PRIMARY	Electronic	171-2019	04/24/2019	PAYCHEX	\$9,263.23
PRIMARY	Electronic	172-2019	04/24/2019	OHIO PUBLIC EMPLOYEES DEFERRED	\$340.00
PRIMARY	Electronic	173-2019	04/25/2019	PAYCHEX	\$1,193.56
PRIMARY	Electronic	174-2019	04/26/2019	SCHOOL LIBRARY JOURNAL	\$99.00
PRIMARY	Electronic	175-2019	04/26/2019	HERFF JONES YEARBOOKS	\$425.73
PRIMARY	Electronic	176-2019	04/26/2019	CHASE CARD SERVICES	\$37.89
PRIMARY	Electronic	177-2019	04/30/2019	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$195.98
PRIMARY	Electronic	178-2019	04/26/2019	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$3,117.09
PRIMARY	Electronic	179-2019	04/10/2019	MINERVA TRUE VALUE HARDWARE	\$23.98
PRIMARY	Warrant	6710	04/16/2019	Nationwide Hotel and Conference	\$215.82
PRIMARY	Warrant	6711	04/15/2019	CHRISTINA L. DAVIES	\$150.60
PRIMARY	Warrant	6712	04/15/2019	LIBRARY JOURNAL	\$104.99
PRIMARY	Warrant	6713	04/15/2019	McKINLEY MUSEUM	\$40.00
PRIMARY	Warrant	6714	04/15/2019	MORRISON'S SWEEPER PLACE	\$131.97
PRIMARY	Warrant	6715	04/15/2019	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$60.00
PRIMARY	Warrant	6716	04/15/2019	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$45.09
					<u>\$54,763.00</u>



**Outstanding Receipts**

Reconciled Date 4/30/2019

Posted 5/15/2019 2:25:31 PM

<u>Account</u>	<u>Type</u>	<u>Ticket #</u>	<u>Receipt #</u>	<u>Post Date</u>	<u>Source</u>	<u>Amount</u>
PRIMARY	Standard		71-2019	04/30/2019	CHRISTINA L. DAVIES	\$306.94
						<u>\$306.94</u>

**Cleared Receipts**

Reconciled Date 4/30/2019

Posted 5/15/2019 2:25:31 PM

<u>Account</u>	<u>Type</u>	<u>Ticket #</u>	<u>Receipt #</u>	<u>Post Date</u>	<u>Source</u>	<u>Amount</u>
PRIMARY	Standard		53-2019	03/28/2019	CHRISTINA L. DAVIES	\$3.00
PRIMARY	Standard		52-2019	04/03/2019	CHRISTINA L. DAVIES	\$195.65
PRIMARY	Standard		54-2019	04/08/2019	CHRISTINA L. DAVIES	\$1,200.00
PRIMARY	Standard		55-2019	04/08/2019	CHRISTINA L. DAVIES	\$294.06
PRIMARY	Standard		56-2019	04/08/2019	CHRISTINA L. DAVIES	\$613.66
PRIMARY	Standard		63-2019	04/09/2019	CHRISTINA L. DAVIES	\$351.75
PRIMARY	Standard		64-2019	04/15/2019	STARK COUNTY AUDITOR'S OFFICE	\$32,571.90
PRIMARY	Standard		65-2019	04/15/2019	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,036.85
PRIMARY	Standard		66-2019	04/15/2019	CARROLL COUNTY AUDITOR'S OFFICE	\$8,643.21
PRIMARY	Standard		67-2019	04/15/2019	CHRISTINA L. DAVIES	\$450.15
PRIMARY	Standard		68-2019	04/22/2019	CHRISTINA L. DAVIES	\$133.29
PRIMARY	Standard		69-2019	04/26/2019	CHRISTINA L. DAVIES	\$153.20
PRIMARY	Standard		70-2019	04/26/2019	CHRISTINA L. DAVIES	\$100.00
CD012716	Interest		85-2019	04/26/2019	CD012716	\$30.76
CD042517	Interest		83-2019	04/25/2019	CD042517	\$18.49
CD050916	Interest		84-2019	04/11/2019	CD050916	\$179.32
CD072716	Interest		81-2019	04/26/2019	CD072716	\$30.71
CD080415	Interest		82-2019	04/04/2019	CD080415	\$59.79
CD082817	Interest		86-2019	04/26/2019	CD082817	\$22.31
SAVINGS	Interest		77-2019	04/30/2019	SAVINGS	\$3.47
						\$46,091.57

**Cleared Adjustments**

Reconciled Date 4/30/2019

Posted 5/15/2019 2:25:31 PM

<u>Account</u>	<u>Type</u>	<u>Item #</u>	<u>Post Date</u>	<u>Source or Payee</u>	<u>Amount</u>
PRIMARY	Payment Adj	46-2019	04/26/2019	EBSCO	\$5,384.01
PRIMARY	Payment Adj	46-2019	04/26/2019	EBSCO	-\$5,384.01
					<u>\$0.00</u>

**Fund Status**

As Of 4/30/2019

<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	48.932%	\$345,411.08	\$219,704.13	\$125,706.95
4001	Capital Projects	51.068%	\$131,192.32	\$0.00	\$131,192.32
<b>All Funds Total</b>			<b>\$476,603.40</b>	<b>\$219,704.13</b>	<b>\$256,899.27</b>
Pooled Investments					\$122,005.80
Secondary Checking Accounts					\$345.00
Available Primary Checking Balance					\$134,548.47

MINERVA PUBLIC LIBRARY, STARK COUNTY  
**Investment Activity**  
April 2019

Investment:	CD012716	Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
		04/01/2019			Beginning Balance						\$20,922.16
		04/26/2019	05/15/2019	1000	Interest Receipt	\$30.76		\$30.76	\$30.76		\$20,952.92
					Total for April	\$30.76	\$0.00	\$30.76	\$30.76	\$0.00	
					Total for Investment	\$30.76	\$0.00	\$30.76	\$30.76	\$0.00	

Investment:	CD042517	Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
		04/01/2019			Beginning Balance						\$20,919.23
		04/25/2019	05/15/2019	1000	Interest Receipt	\$18.49		\$18.49	\$18.49		\$20,937.72
					Total for April	\$18.49	\$0.00	\$18.49	\$18.49	\$0.00	
					Total for Investment	\$18.49	\$0.00	\$18.49	\$18.49	\$0.00	

Investment:	CD050916	Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
		04/01/2019			Beginning Balance						\$103,919.71
		04/11/2019	05/15/2019	1000	Interest Receipt	\$179.32		\$179.32	\$179.32		\$104,099.03

MINERVA PUBLIC LIBRARY, STARK COUNTY  
**Investment Activity**  
April 2019

Investment:	CD072716	Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
		04/01/2019			Beginning Balance						\$20,888.60
		04/28/2019	05/15/2019	1000	Interest Receipt	\$30.71		\$30.71	\$30.71		\$20,919.31
					Total for April	\$30.71	\$0.00	\$30.71	\$30.71	\$0.00	
					Total for Investment	\$30.71	\$0.00	\$30.71	\$30.71	\$0.00	

Investment:	CD080415	Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
		04/01/2019			Beginning Balance						\$31,537.21
		04/04/2019	05/15/2019	1000	Interest Receipt	\$59.79		\$59.79	\$59.79		\$31,597.00
					Total for April	\$59.79	\$0.00	\$59.79	\$59.79	\$0.00	
					Total for Investment	\$59.79	\$0.00	\$59.79	\$59.79	\$0.00	

Investment:	CD082817	Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
		04/01/2019			Beginning Balance						\$31,537.21
		04/04/2019	05/15/2019	1000	Interest Receipt	\$59.79		\$59.79	\$59.79		\$31,597.00
					Total for April	\$59.79	\$0.00	\$59.79	\$59.79	\$0.00	
					Total for Investment	\$59.79	\$0.00	\$59.79	\$59.79	\$0.00	

MINERVA PUBLIC LIBRARY, STARK COUNTY

Investment Activity

April 2019

5/15/2019 3:02:57 PM  
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Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
04/01/2019			Beginning Balance						\$21,175.84
04/26/2019	05/15/2019	1000	Interest Receipt	\$22.31		\$22.31	\$22.31		\$21,198.15
			Total for April	\$22.31	\$0.00	\$22.31	\$22.31	\$0.00	
			Total for Investment	\$22.31	\$0.00	\$22.31	\$22.31	\$0.00	

Investment: SAVINGS

Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
04/01/2019			Beginning Balance						\$22,002.33
04/30/2019	05/14/2019	1000	Interest Receipt	\$3.47		\$3.47	\$3.47		\$22,005.80
			Total for April	\$3.47	\$0.00	\$3.47	\$3.47	\$0.00	
			Total for Investment	\$3.47	\$0.00	\$3.47	\$3.47	\$0.00	
			Report Total	\$344.85	\$0.00	\$344.85	\$344.85	\$0.00	

**End**

**Minerva Public Library**

**April 2019 Financial  
Reports**

**Submitted for June 2019  
Board Meeting**