

**Minerva Public Library**

**May 2019 Financial  
Reports**

**Submitted for June 2019  
Board Meeting**

Minerva Public Library  
 Summary of Financial Information-May 2019

<u>Current Month:</u>	<u>General Fund</u>	<u>Restricted</u>	<u>Capital Projects</u>
<u>Receipts:</u>			
<u>LSTA GRANT</u>			
Public Library Fund	70,781.80		
Sales Tax	1.16		
Patron Fines & Fees	204.13		
Lost Card/Items	8.99		
Copier	356.20		
Fax	47.85		
Contributions	79.35		
Resale	16.34		
Interest	334.25		
Misc	203.88		
<b>Total *Revenue Ledger</b>	<b><u>72,033.95</u></b>		

<u>Expenditures:</u>	
<u>Salaries</u>	26,159.88
Benefits-Opers	3,635.50
Medicare	353.51
Insurance-Medical and Life	9,741.62
Other-purchased Contract Ser	100.00
Catalog/Processing	279.42
Programming supplies	1,336.80
Adult Books	3,056.17
Youth Books	1,441.98
AV Adult	2,802.29
AV Downloadable	804.37
AV Youth	2,622.65
Office Supplies	797.69
Misc	
LSTA GRANT	2,500.00
Other Purchased Contract Ser	62.65
Periodicals	354.52
Rent/Lease	186.00
Telephone	645.29
Mtn and Repair on Equip	184.00
Other Property Mtn Repair/Sec	2,766.79
Utilities-Gas, Electric, Water a	2,854.53
Property Maintenance and Repair	
Property Maintenance and Rep	989.13
Travel and Meeting	
Postage	18.93
Bldg Insurance	
UAN	
Resale Items	
WCOMP	
Total Expenditures-Taken from	<u>63,693.72</u>

<u>Total Pooled Cash</u>	
<u>As of 05.31.2019</u>	142,475.10
	22,009.16
	220,035.02
	100,000.00
	345.00
	<u>484,864.28</u>

<u>General Account</u>	<u>Capital Balance</u>
106,644.72	35,830.38
22,009.16	
220,035.02	
4,638.06	95,361.94
345.00	
<u>353,671.96</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
<b>Total</b>

<u>Operating</u>
Receipts
Appropriations
<b>Net Profit May 2019</b>

71,954.60
63,693.72
<u>8,260.88</u>

## Revenue Status

By Fund

As Of 5/31/2019

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-190-0000	Other - Local Taxes	\$35.00	\$5.44	\$29.56	15.543%
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	\$212,205.48	\$303,311.52	41.164%
1000-240-0012	Public Library Fund - State{CARROLL CO.}	\$136,919.00	\$56,310.39	\$80,608.61	41.127%
1000-240-0013	Public Library Fund - State{COLUMBIANA CO.}	\$16,410.00	\$6,755.02	\$9,654.98	41.164%
1000-310-0311	Patron Fines and Lost Item Income{FINES & FEES}	\$3,000.00	\$1,246.59	\$1,753.41	41.553%
1000-310-0312	Patron Fines and Lost Item Income{LOST ITEM}	\$200.00	\$173.53	\$26.47	86.765%
1000-310-0314	Patron Fines and Lost Item Income{LOST CARD FEE}	\$75.00	\$13.00	\$62.00	17.333%
1000-340-0000	Patron Coin-Operated Machine Income	\$2,750.00	\$1,757.75	\$992.25	63.918%
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	\$16.60	\$183.40	8.300%
1000-399-0397	Other - Patron Fines and Fees{PRINTER PAPER}	\$2,000.00	\$329.65	\$1,670.35	16.483%
1000-399-0398	Other - Patron Fines and Fees{FAX FEE}	\$750.00	\$316.50	\$433.50	42.200%
1000-611-0000	Restricted Contributions - Individuals	\$500.00	\$0.00	\$500.00	0.000%
1000-612-0000	Restricted Contributions - Businesses	\$2,000.00	\$100.00	\$1,900.00	5.000%
1000-612-2018	Restricted Contributions - Businesses{YOUTH SUMMER READING }	\$0.00	\$1,200.00	-\$1,200.00	0.000%
1000-613-0000	Restricted Contributions - Foundations	\$0.00	\$0.00	\$0.00	0.000%
1000-651-0000	Unrestricted Contributions - Individuals	\$3,500.00	\$1,049.49	\$2,450.51	29.985%
1000-652-0000	Unrestricted Contributions - Businesses	\$0.00	\$0.00	\$0.00	0.000%
1000-701-0000	Interest or Dividends on Investments	\$2,500.00	\$1,676.61	\$823.39	67.064%
1000-820-0000	Sale of Supplies for Resale	\$250.00	\$75.58	\$174.42	30.232%
1000-831-2017	Rental of Meeting Rooms{RESTRI DOLLY PARTON LIBRARY}	\$0.00	\$800.00	-\$800.00	0.000%
1000-871-0000	Refunds for Overpayment	\$75.00	\$10.73	\$64.27	14.307%
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%
Fund 1000 Sub-Total:		\$687,281.00	\$289,621.55	\$397,659.45	42.140%

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%
4001-872-0000	Insurance Reimbursements	\$0.00	\$0.00	\$0.00	0.000%
4001-931-0000	Transfers - In	\$15,000.00	\$0.00	\$15,000.00	0.000%
Fund 4001 Sub-Total:		\$15,000.00	\$0.00	\$15,000.00	0.000%
Report Total:		\$702,281.00	\$289,621.55	\$412,659.45	41.240%

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

By Fund  
As Of 5/31/2019

Fund: General \$133,636.94  
Pooled Balance: \$220,035.02  
Non-Pooled Balance: \$353,671.96  
Total Cash Balance:

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	\$31,980.01	\$52,912.99	37.671%
1000-110-110-0002	D Salaries(MANAGERS)	\$0.00	\$0.00	\$38,465.00	\$0.00	\$15,180.32	\$23,284.68	39.465%
1000-110-110-0003	D Salaries(NON-PROFESSIONALS)	\$0.00	\$0.00	\$185,592.00	\$0.00	\$78,719.66	\$106,872.34	42.415%
1000-110-110-0004	D Salaries(SUBSTITUTES)	\$0.00	\$0.00	\$11,000.00	\$0.00	\$1,492.67	\$9,507.33	13.570%
1000-110-110-0005	D Salaries(SERVICE WORKERS)	\$0.00	\$0.00	\$26,983.00	\$0.00	\$11,805.41	\$15,177.59	43.751%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$48,570.62	\$0.00	\$19,786.38	\$28,784.24	40.737%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$5,030.53	\$0.00	\$1,977.19	\$3,053.34	39.304%
1000-110-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$38,001.00	\$18,667.94	\$19,333.06	\$0.00	50.875%
1000-110-222-0000	Life Insurance	\$0.00	\$0.00	\$385.00	\$218.83	\$166.17	\$0.00	43.161%
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	\$0.00	\$5,000.00	\$0.00	100.000%
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	\$2,200.00	\$300.00	\$0.00	12.000%
1000-110-450-0015	Supplies(PROGRAMMING SUPPLIES)	\$0.00	\$0.00	\$3,000.00	\$1,038.18	\$1,961.82	\$0.00	65.394%
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	\$5,860.83	\$8,064.05	\$9,075.12	35.061%
1000-120-411-2000	Books and Pamphlets(YOUTH DEPT. BOOKS)	\$0.00	\$0.00	\$22,000.00	\$2,864.59	\$5,596.35	\$13,539.06	25.438%
1000-120-412-0000	Periodicals	\$0.00	\$0.00	\$7,500.00	\$1,390.76	\$6,108.24	\$1.00	81.443%
1000-120-413-1006	Audiovisual Materials(Audiovisual Materials ADULT)	\$0.00	\$0.00	\$13,000.00	\$684.68	\$3,576.51	\$8,538.81	27.512%
1000-120-413-1007	Audiovisual Materials(DOWNLOADABLE CONTENT)	\$0.00	\$0.00	\$17,000.00	\$11,900.17	\$4,599.83	\$500.00	27.058%
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	\$123.30	\$2,816.29	\$3,060.41	46.938%
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

As Of 5/31/2019

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	\$104.99	\$59.43	\$335.58	11.886%
1000-120-459-0008	Other - Supplies(CATALOGING & PROCESSING SUPPL.)	\$0.00	\$0.00	\$6,000.00	\$4,895.62	\$1,104.38	\$0.00	18.406%
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	\$4,574.53	\$3,175.47	\$0.00	40.974%
1000-210-332-0000	Maintenance and Repair on Equipment	\$0.00	\$0.00	\$29,360.00	\$18,928.24	\$5,140.17	\$5,291.59	17.507%
1000-210-334-0000	Trash Removal	\$0.00	\$0.00	\$1,250.00	\$730.00	\$520.00	\$0.00	41.600%
1000-210-339-0000	Other - Property Maint. Repair & Security Svc	\$0.00	\$0.00	\$7,505.00	\$1,985.97	\$5,019.03	\$500.00	66.876%
1000-210-361-0000	Electricity	\$0.00	\$0.00	\$35,000.00	\$25,182.62	\$9,817.38	\$0.00	28.050%
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	\$3,554.63	\$4,545.37	\$0.00	56.116%
1000-210-390-0000	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	\$920.45	\$3,079.55	\$0.00	76.989%
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	\$0.00	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	\$145.74	\$79.26	\$0.00	35.227%
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	\$0.00	\$8,274.00	\$0.00	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	\$1,334.00	\$1,016.00	\$150.00	40.640%
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	\$492.00	\$358.00	\$0.00	42.118%
1000-230-451-0007	General Administrative Supplies(OFFICE SUPPLIES)	\$0.00	\$0.00	\$4,000.00	\$2,512.75	\$1,487.25	\$0.00	37.181%
1000-230-454-0000	Supplies Purchased for Resale	\$0.00	\$0.00	\$50.00	\$23.98	\$26.02	\$0.00	47.960%
1000-230-510-0000	Dues and Memberships	\$0.00	\$0.00	\$16,980.00	\$11,399.55	\$5,546.45	\$34.00	32.865%
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.

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

As Of 5/31/2019

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	\$136,817.04	\$275,864.30	\$303,283.81	38.5309%
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	\$45,000.00	\$0.00	\$0.00	\$45,000.00	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	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0000%
<b>Capital Projects Fund Total:</b>		\$0.00	\$0.00	\$65,000.00	\$0.00	\$0.00	\$65,000.00	0.0000%
<b>Report Total:</b>		\$0.00	\$0.00	\$780,965.15	\$136,817.04	\$275,864.30	\$368,283.81	35.324%

## Payment Listing

May 2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
107-2019	05/10/2019	05/10/2019	CH	BAKER & TAYLOR BOOKS	\$865.61	C
108-2019	05/10/2019	05/10/2019	CH	UNIQUE MANAGEMENT SERVICES, INC.	\$62.65	C
109-2019	05/10/2019	05/10/2019	CH	KISHMAN'S IGA	\$12.98	C
110-2019	05/09/2019	05/10/2019	CH	OHIO PUBLIC EMPLOYEES DEFERRED	\$340.00	C
111-2019	05/09/2019	05/10/2019	CH	PAYCHEX	\$1,242.93	C
112-2019	05/08/2019	05/10/2019	CH	PAYCHEX	\$9,798.89	C
113-2019	05/08/2019	05/10/2019	CH	OSU-Stark Cty Master Gardeners	\$50.00	C
114-2019	05/08/2019	05/10/2019	CH	MORRISON'S SWEEPER PLACE	\$131.97	C
115-2019	05/08/2019	05/10/2019	CH	RENTWEAR, INC.	\$44.31	C
116-2019	05/08/2019	05/10/2019	CH	Solid Waste And Recycling	\$104.00	C
117-2019	05/08/2019	05/10/2019	CH	BAKER & TAYLOR BOOKS	\$157.59	C
118-2019	05/08/2019	05/10/2019	CH	BAKER & TAYLOR BOOKS	\$1,391.76	C
119-2019	05/08/2019	05/10/2019	CH	BAKER & TAYLOR BOOKS	\$232.63	C
120-2019	05/10/2019	05/10/2019	CH	TRINITY DOOR	\$553.50	C
121-2019	05/08/2019	05/10/2019	CH	QUILL CORPORATION	\$110.97	C
122-2019	05/08/2019	05/10/2019	CH	NATURESCAPES	\$204.48	C
123-2019	05/08/2019	05/10/2019	CH	MORNING JOURNAL	\$343.20	C
124-2019	05/08/2019	05/10/2019	CH	MINERVA AREA CHAMBER OF COMMERCE	\$120.00	C
125-2019	05/08/2019	05/10/2019	CH	INDEPENDENT ELEVATOR CO., INC.	\$184.00	C
126-2019	05/08/2019	05/10/2019	CH	MIDWEST TAPE	\$804.37	C
127-2019	05/08/2019	05/10/2019	CH	DISCOUNT TAPE 'N ROLL	\$63.00	C
128-2019	05/08/2019	05/10/2019	CH	PROSOURCE SPECIALTIES LLC	\$165.72	C
129-2019	05/08/2019	05/10/2019	CH	DEMCO, INC.	\$471.08	C
130-2019	05/08/2019	05/10/2019	CH	DAMON INDUSTRIES INC	\$200.96	C
131-2019	05/08/2019	05/10/2019	CH	AMAZON	\$1,734.09	C
132-2019	05/08/2019	05/10/2019	CH	AMAZON	\$1,855.14	C
133-2019	05/08/2019	05/10/2019	CH	THREE SONS HARDWARE	\$42.96	C
133-2019	05/10/2019	05/10/2019	NEG ADJ	THREE SONS HARDWARE	-\$1.00	C
134-2019	05/08/2019	05/10/2019	CH	CENTER POINT LARGE PRINT	\$47.39	C
135-2019	05/08/2019	05/10/2019	CH	OVERDRIVE	\$1,532.51	C
136-2019	05/08/2019	05/10/2019	CH	FIRST COMMUNICATIONS	\$645.29	C
137-2019	05/14/2019	05/14/2019	CH	GREATAMERICA FINANCIAL SERVICES	\$186.00	C
138-2019	05/14/2019	05/14/2019	CH	DOWN TO EARTH LAWN & LANDSCAPING	\$2,518.00	C
139-2019	05/13/2019	05/14/2019	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$3,133.57	C
140-2019	05/09/2019	05/14/2019	CH	Bridge Health Services	\$2,500.00	C
145-2019	05/14/2019	05/14/2019	CH	MINERVA TRUE VALUE HARDWARE	\$23.98	V
145-2019	05/14/2019	05/15/2019	CH	MINERVA TRUE VALUE HARDWARE	-\$23.98	V
166-2019	05/14/2019	05/14/2019	CH	BAKER & TAYLOR BOOKS	\$142.52	C
180-2019	05/16/2019	05/16/2019	CH	AMERICAN ELECTRIC POWER	\$2,044.94	C
181-2019	05/16/2019	05/16/2019	CH	AMAZON	\$118.97	C
182-2019	05/16/2019	05/16/2019	CH	AMAZON	\$1,327.55	C
183-2019	05/16/2019	05/16/2019	CH	AMAZON	\$286.51	C
184-2019	05/16/2019	05/16/2019	CH	AMAZON	\$122.11	C
185-2019	05/17/2019	05/20/2019	CH	COLUMBIA GAS OF OHIO	\$601.59	C
186-2019	05/22/2019	05/22/2019	CH	BAKER & TAYLOR BOOKS	\$26.95	C
187-2019	05/22/2019	05/22/2019	CH	OHIO PUBLIC EMPLOYEES DEFERRED	\$340.00	C

## Payment Listing

May 2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
188-2019	05/15/2019	05/22/2019	CH	PAYCHEX	\$9,203.27	C
189-2019	05/20/2019	05/22/2019	CH	BAKER & TAYLOR BOOKS	\$968.93	C
190-2019	05/22/2019	05/22/2019	CH	CHASE CARD SERVICES	\$469.74	C
191-2019	05/23/2019	05/24/2019	CH	PAYCHEX	\$1,198.43	C
192-2019	05/24/2019	05/24/2019	CH	PAYCHEX	\$1,165.00	C
193-2019	05/24/2019	05/24/2019	CH	PAYCHEX	\$237.31	C
194-2019	05/24/2019	05/24/2019	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$3,098.69	C
195-2019	05/28/2019	05/28/2019	CH	QUILL CORPORATION	\$155.49	C
196-2019	05/28/2019	05/28/2019	CH	Solid Waste And Recycling	\$104.00	C
197-2019	05/30/2019	06/03/2019	CH	AMERICAN HERITAGE LIFE INSURANCE C	\$195.98	C
6717	05/10/2019	05/10/2019	AW	STARK COUNTY SCHOOLS COUNCIL OF G	\$4,833.13	C
6718	05/10/2019	05/10/2019	AW	STARK COUNTY SCHOOLS COUNCIL OF G	\$45.09	C
6719	05/10/2019	05/10/2019	AW	STARK COUNTY SCHOOLS FLEX PLAN AC	\$120.00	C
6720	05/14/2019	05/14/2019	AW	PETTY CASH	\$22.50	C
6721	05/15/2019	05/15/2019	AW	Jim Knight	\$50.00	V
6721	05/15/2019	05/15/2019	AW	Jim Knight	-\$50.00	V
6722	05/15/2019	05/15/2019	AW	Jim Knight	\$50.00	C
6723	05/16/2019	05/16/2019	AW	PETTY CASH	\$26.25	C
6724	05/28/2019	05/28/2019	AW	STARK COUNTY SCHOOLS FLEX PLAN AC	\$60.00	O
6725	05/28/2019	05/28/2019	AW	STARK COUNTY SCHOOLS COUNCIL OF G	\$45.09	O
6726	05/28/2019	05/28/2019	AW	STARK COUNTY SCHOOLS COUNCIL OF G	\$4,833.13	O
Total Payments:					\$63,693.72	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$63,693.72	

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.



**Fund Status**

As Of 5/31/2019

<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	50.462%	\$353,671.96	\$220,035.02	\$133,636.94
4001	Capital Projects	49.538%	\$131,192.32	\$0.00	\$131,192.32
<b>All Funds Total</b>			<b>\$484,864.28</b>	<b>\$220,035.02</b>	<b>\$264,829.26</b>
Pooled Investments					\$122,009.16
Secondary Checking Accounts					\$345.00
Available Primary Checking Balance					\$142,475.10

MINERVA PUBLIC LIBRARY, STARK COUNTY  
**Investment Listing**  
 System Year 2019

6/4/2019 12:16:26 PM  
 UAN v2019.2

Account Name	Description	Current Value	Interest Rate	Year to Date Interest	Total Interest	Purchased Date	Maturity Date	Closed Date	Closing Price
CD Chase	CD Chase Bank 12-14 Months Jumbo	\$100,000.00	0.00%	\$0.00	\$0.00	08/02/2018	08/23/2019		
CD012716	CONSUMERS 0106638111 18 month CD	\$20,982.73	1.75%	\$149.63	\$659.93	01/27/2018	08/27/2018		
CD042517	CONSUMERS 0106524019 25 month CD	\$20,955.62	1.05%	\$89.96	\$431.16	04/25/2017	05/25/2019		
CD050916	CONSUMERS #106631829 48 month CD	\$104,272.86	2.05%	\$872.00	\$2,980.49	06/11/2018	06/11/2022		
CD072716	CONSUMERS 0106125341 18 month CD	\$20,949.08	1.75%	\$149.39	\$771.34	03/27/2018	09/27/2019		
CD080415	CONSUMERS 106254903 48 month CD	\$31,654.96	2.25%	\$290.68	\$1,353.63	08/04/2018	08/04/2022		
CD082817	CONSUMERS 0106774145 25 month CD	\$21,219.77	1.24%	\$108.57	\$472.71	08/26/2017	09/28/2019		
SAVINGS	CHASE BUSINESS SAVINGS	\$22,009.16	0.10%	\$16.38	\$28,036.97	08/24/2000	12/31/2099		
STAR OHIO	STATE TREASURY ASSET RESERVE OF O	\$0.00	0.04%	\$0.00	\$270,672.85	01/01/1999	12/31/2099		

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

6/4/2019 12:16:00 PM  
 UAN v2019.2

Investment: CD012716		Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance	
05/01/2019				Beginning Balance						\$20,952.92
05/24/2019	06/04/2019	1000		Interest Receipt	\$29.81		\$29.81			\$20,982.73
				Total for May	\$29.81	\$0.00	\$29.81		\$0.00	
				Total for Investment	\$29.81	\$0.00	\$29.81		\$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	
05/01/2019				Beginning Balance						\$20,937.72
05/24/2019	06/04/2019	1000		Interest Receipt	\$17.90		\$17.90			\$20,955.62
				Total for May	\$17.90	\$0.00	\$17.90		\$0.00	
				Total for Investment	\$17.90	\$0.00	\$17.90		\$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	
05/01/2019				Beginning Balance						\$104,099.03
05/10/2019	06/04/2019	1000		Interest Receipt	\$173.83		\$173.83			\$104,272.86
				Total for May	\$173.83	\$0.00	\$173.83		\$0.00	
				Total for Investment	\$173.83	\$0.00	\$173.83		\$0.00	
Investment: CD072716										
Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance	
05/01/2019				Beginning Balance						\$20,919.31
05/24/2019	06/04/2019	1000		Interest Receipt	\$173.83		\$173.83			\$20,919.31
				Total for May	\$173.83	\$0.00	\$173.83		\$0.00	
				Total for Investment	\$173.83	\$0.00	\$173.83		\$0.00	

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

Investment: CD072716

Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
05/24/2019	06/04/2019	1000	Interest Receipt	\$29.77		\$29.77	\$29.77		\$20,949.08
			Total for May	\$29.77	\$0.00	\$29.77	\$29.77	\$0.00	
			Total for Investment	\$29.77	\$0.00	\$29.77	\$29.77	\$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
05/01/2019			Beginning Balance						\$31,597.00
05/03/2019	06/04/2019	1000	Interest Receipt	\$57.96		\$57.96	\$57.96		\$31,654.96
			Total for May	\$57.96	\$0.00	\$57.96	\$57.96	\$0.00	
			Total for Investment	\$57.96	\$0.00	\$57.96	\$57.96	\$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
05/01/2019			Beginning Balance						\$21,198.15
05/28/2019	06/04/2019	1000	Interest Receipt	\$21.62		\$21.62	\$21.62		\$21,219.77
			Total for May	\$21.62	\$0.00	\$21.62	\$21.62	\$0.00	
			Total for Investment	\$21.62	\$0.00	\$21.62	\$21.62	\$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
05/01/2019			Beginning Balance						\$22,005.80
05/31/2019	06/04/2019	1000	Interest Receipt	\$3.36		\$3.36	\$3.36		\$22,009.16

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

6/4/2019 12:16:00 PM  
 UAN V2019.2

Investment: SAVINGS

Post Date	Transaction Date	Fund	Investment Detail	Interest Receipts	Other Receipts / Expenditure	Reinvested Interest Receipt	Investment Debit	Investment Credit	Investment Balance
			Total for May	\$3.36	\$0.00	\$3.36	\$3.36	\$0.00	
			Total for Investment	\$3.36	\$0.00	\$3.36	\$3.36	\$0.00	
			Report Total	\$334.25	\$0.00	\$334.25	\$334.25	\$0.00	

**End**

**Minerva Public Library**

**May 2019 Financial  
Reports**

**Submitted for June 2019  
Board Meeting**

## **PLF RESOLUTION (06-26-2019)**

To thank the Ohio Senate for increasing the Public Library Fund (PLF) to 1.7% of the total General Revenue Fund (GRF) in House Bill (HB) 166 for Fiscal Year 2020-2021 and to urge the Ohio House of Representatives and the Governor to maintain the provision in the final bill.

WHEREAS, Ohio's public libraries currently serve more than 8.4 million cardholders; and

WHEREAS, Ohio's public libraries have the highest use per capita in the nation; and

WHEREAS, state funding for public libraries through the Public Library Fund ensures all Ohioans have access to a minimum level of services statewide, regardless of their zip code; and

WHEREAS, Public libraries provide public access to the Internet, computers, and the latest technology; and

WHEREAS, Public libraries help Ohioans find jobs, offer literacy and homework help centers, and provide life-long learning opportunities and programming for all ages; and

WHEREAS, State funding for public libraries has been cut by more than \$113 million since 2001 resulting in a 23% loss in funding; and

WHEREAS, The Minerva Public Library currently receives 97% of our operating revenue from the state through the Public Library Fund; therefore be it

RESOLVED, That we, the members of the Minerva Public Library Board of Trustees, thank Senator Kurt Schuring and members of the Ohio Senate for making public libraries a priority in the state budget bill by increasing the Public Library Fund from 1.68% to 1.7% of the state's total General Revenue Fund for Fiscal Years 2020 and 2021.

BE IT FURTHER RESOLVED, That this Board respectfully urges the Ohio House of Representatives and the Governor to keep the Public Library Fund at 1.7% through the Conference Committee deliberations and include the provision in the final version of HB 166

## Health Insurance Update June, 2019

The Stark Council of Governments has set the new monthly premium rates for health insurance for the fiscal year 2020 (July, 2019-June, 2020). There was a 3.25% increase over the current rates and provision for two premium holiday months. Although the full premium is not collected during a holiday month, SCOG does charge the cost of premium difference between the current year and the previous year. Prior to this fiscal year, (FY2019), SCOG would have billed the institution that difference in price multiplied by the number of employees who were covered. For example, the monthly premium for single coverage increased by \$35.29 from fiscal year 2017 to 2018 and during a holiday month SCOG would have billed the library 4 X \$35.29, rather than 4 x \$688.83. The library paid that cost for the premium differential and the employee paid nothing.

Beginning in this fiscal year, SCOG has built that differential cost into the monthly premium and now bills nothing at all during the premium holiday months. Since there were three months premium holiday in FY19, SCOG divided the cost of three months' premium difference (\$141.55/single and \$343.87/family) across the nine remaining paid premium months. The library pays a flat dollar amount to subsidize the employee insurance cost, and the premium costs are more than that subsidy; therefore, any increase in monthly premium is a cost to the employee. The library has not increased the subsidy in many years; the base amount is \$500 a month for single coverage and \$900 for family coverage. In June, 2018, the Board agreed to raise the subsidy amount to cover the cost of the premium differential for the three premium holiday months; the single coverage rate is now \$516 and for family coverage is \$939.

For FY2020, beginning in July, SCOG is allocating two premium holiday months and dividing the differential across ten months of premiums. I would like to see the library cover this differential again by increasing the subsidy rate to \$521 a month for single coverage and \$951 for family coverage. The SCOG spreadsheet showing the premium calculations is included in the packet. Note that the employees still cover the actual premium increase total of \$239.50 for single coverage and \$581.10 for family coverage divided across ten months of premiums.

**Resolution 19-06-06:** to accept the FY 2020 health insurance premiums from the Stark Council of Governments insurance group, and to set the employee health insurance subsidy rate at \$521 a month for single coverage and \$951 a month for family coverage beginning July, 2019.

**Resolution 19-06-07:** to set August, 2019 and May, 2020 as the two premium holiday months in the coming health insurance fiscal year.

**Resolution 19-06-08:** to set the cash-out for payment to eligible employees in lieu of the library's monthly subsidy toward the cost of health insurance at \$250 a month as per Section 791 of the *Employee Handbook*.



**FY20 RATES - STARK - HOLIDAY ELIGIBLE**

	FY 19	FY 20	Difference						
<b>Medical</b>									
-Single	\$ 736.01	\$ 759.93	\$ 23.92						
-Family	\$ 1,787.96	\$ 1,846.07	\$ 58.11						
<b>Dental</b>									
-Single	\$ 93.46	\$ 93.46	\$ -						
-Family	\$ 230.56	\$ 230.56	\$ -						
<b>Vision</b>									
-Single	\$ 19.72	\$ 19.72	\$ -						
-Family	\$ 48.97	\$ 48.97	\$ -						

**Holiday Calculation with 2 Holidays**

	Full Months			Holiday Months			Total	Final Monthly Amount						
<b>Medical</b>														
-Single	\$ 759.93	X	10	=	\$ 7,599.30	\$ 23.92	X	2	=	\$ 47.84	\$ 7,647.14	/	10	\$ 764.71
-Family	\$ 1,846.07	X	10	=	\$ 18,460.69	\$ 58.11	X	2	=	\$ 116.22	\$ 18,576.90	/	10	\$ 1,857.69
<b>Dental</b>														
-Single	\$ 93.46	X	10	=	\$ 934.60	\$ -	X	2	=	\$ -	\$ 934.60	/	10	\$ 93.46
-Family	\$ 230.56	X	10	=	\$ 2,305.60	\$ -	X	2	=	\$ -	\$ 2,305.60	/	10	\$ 230.56
<b>Vision</b>														
-Single	\$ 19.72	X	10	=	\$ 197.20	\$ -	X	2	=	\$ -	\$ 197.20	/	10	\$ 19.72
-Family	\$ 48.97	X	10	=	\$ 489.70	\$ -	X	2	=	\$ -	\$ 489.70	/	10	\$ 48.97

3.25<sup>00</sup>/<sub>10</sub>  
3.25<sup>00</sup>/<sub>10</sub>

INSURANCE, NEW INS RATES, FY20 RATES HOLIDAY ELIGIBLE



Read • Explore • Discover

677 Lynnwood Dr. • Minerva OH 44657  
330-868-4101 • Fax 330-868-4267  
[www.minervalibrary.info](http://www.minervalibrary.info)

April 30, 2019

Mr. Jeff Yeager  
Carroll County Treasurer  
119 S. Lisbon St. Suite 103  
Carrollton Ohio 44615

Mr. Yeager,

Enclosed is the Minerva Public Library *Annual Report* for the 2018. It provides basic statistics of library performance as well as information about projects and changes over the course of the year. Highlights center on improvements to technology and the library's physical plant.

All desktop computers were replaced last year; those computers were manufactured in 2010 and were beginning to fail. As is our practice, we purchased used, off-lease, PCs which are considerably cheaper than new models but have still have better processors and more memory than the previous ones. We replaced the network switches and internet firewall to both improve connection speed and internet security. Our old Wi-Fi network was built on consumer-grade routers purchased at Best Buy; coverage was spotty in the building, it was slow, and not very secure. Our new Wi-Fi network is built on commercial routers, provides thorough, secure connectivity through the building, and also allows us to offer wireless printing for the first. These projects were paid for using Capital Funds accumulated over the last 7-8 years.

The library also replaced its perimeter and path lighting; many of the old fixtures were broken and not repairable and used metal halide bulbs. The new fixtures mount LED bulbs on taller poles, providing better lighting with fewer bulbs using less electricity. The landscape beds were also reduced in size making them easier, and cheaper, to maintain. These exterior improvements were paid for with money from a generous donation given to the library to support special projects.

The library began the year with a reduction of 25% of the expected receipts from the Carroll County PLF distribution. We were not aware of that reduction until the receipt of the January check. In order to meet that expected \$45,000 shortfall, all staff had their hours cut by 10% beginning February 12, 2018 and continuing through the remainder of the year. The materials budget was cut by 15%. These cuts made up for the expected reduction in revenue and would have left the library with a balanced operating budget. As you can see in the financial summary, the library did finish last

year with an operating surplus. This surplus was from two unexpected sources--staffing savings and a boost in PLF receipts. A full-time staff member took a new job early in the year and we left her position unfilled for 14 weeks; the Fiscal Officer volunteered to reduce her hours to part-time; and a part-time staff member left and her position was not filled; these savings account for roughly half the surplus. In addition, as you know, the State's General Revenue Fund collections were larger than predicted which increased the value of the PLF and thus the value of the distribution to all libraries.

I have exchanged e-mails with Diane Cole, Director of the Bowerston Public Library and Ellen Finnicum, Director of Carroll County District Library requesting a meeting to discuss the PLF distribution to see if we could not come to some agreement. Ms. Cole is willing to meet. Ms. Finnicum informed me, after some delay, that the CCDL Board "is not interested in setting up an agreement," or, apparently, willing to allow Ms. Finnicum to even meet with the other two Library Directors to discuss the current distribution. CCDL Board President, Dr. Winters, recently requested a meeting with Roger Bartley, MPL Board President. At that meeting Dr. Winters informed Mr. Bartley that CCDL is not interested in any agreement between libraries. Dr. Winters stated that he has "great faith" in the ability of the Budget Commission to discern the needs of the county libraries and act accordingly. He said he would prefer to simply present the Library's case to the Commission annually rather than rely on some "formula" as is done in other Ohio counties. Dr. Winters had asked to meet because of an article that appeared in the *Carroll County Messenger* focusing on a comment from the minutes of a Minerva Public Library Board meeting. He stated that CCDL conducted their meetings in an atmosphere where someone could come to a meeting without fear that anything they said would later appear in the newspaper.

Without a clear understanding of what the distribution among the three libraries will be, it is very difficult for this library to do any long-range planning based on current revenue sources, or to determine what amount the library should request through a local levy if it chose to put one on the ballot. In asking the other Directors to meet, my hope was that together we could reach an understanding of what CCDL thinks is a sufficient share of the PLF, and then see if there was a manageable way to get there. As it is, I will provide Auditor Fairclough with a selection of performance factors for all three libraries that allow comparison of library operations. These factors come from the annual report each public library submits to the State Library of Ohio and are based on well-defined and agreed-upon data. This data will demonstrate different ways to calculate the distribution of resources among libraries, rather than simply responding to repeated requests for "more."

I appreciate your consideration of the libraries' importance in the life of the communities they each serve and look forward to meeting with you during the Budget Hearing later this year.

Sincerely,

Tom Dillie, Library Director

## **Director's Report—May, June, 2019**

**Building and Grounds**—Down to Earth Landscaping finished the cleanup of the grounds and it looks good. I am spraying for weeds regularly, although with all the rain it's hard to keep up. The LED replacement project started on 06/10 and then came to halt while the contractor hunted up bulbs that will work correctly in the two-bulb fixtures that are the main lights in the public spaces. The bulbs in the staff areas and meeting rooms have been changed out, and look good. I learned that American Heattek has changed its name and is no longer doing mechanical HVAC work. I've talked to Standard Plumbing and Heating out of Canton and am waiting on a price for maintenance work. That company is doing a big HVAC replacement project for North Canton Public Library and does much of the maintenance work for SCDL. I've asked Ray Electric to give me a price on replacing the parking lot lights with LEDs. One bulb of the four bulbs is out now, and since they'll need to bring the lift truck over, they could just as well replace the fixtures.

**Staff Training**—Samantha Clark from the Fire Dept. provided CPR/AED training for all staff on May 10 and 13. Everyone is now certified for two years. I had an Adult Services staff meeting on May 13 and June 17. I'm scheduling a staff meeting for the Adult Dept. once a month now.

**Programs**—The spring program series went pretty well. We offered five programs and had a total attendance of 70. The Monday movie series this summer so far has had only six attending the two movies.

**Meetings**—I attended a meeting of area Library Directors in Alliance on May 3. The Chamber of Commerce Board meeting was on May 16. I went to Columbus for the OLC Board meeting on the 17<sup>th</sup> and then back again for the SEO Directors meeting on the 19<sup>th</sup>. I had a breakfast meeting with the other Library Directors in Stark County on June 13, and the Chamber Board meeting on the 20<sup>th</sup>.

## May 2019 Youth Services Report

Plans for Summer Reading are underway with an exciting schedule that includes SHARK WEEK! Our theme is Universe of Stories which includes an outer space theme to tie Summer Reading with the 50<sup>th</sup> anniversary of the moon landing.

We will repeat several favorite programs such as Maker Mondays, Tech Time Tuesdays, Teen Iron Chef, and Animal Reading Friends (ARF) with Sharon and Ray Morgenstern. Our standard Wednesday morning Book Beginnings and Story Time remain and we will continue our partnership with the pool and offer Pool Story Times once per week.

Students will enjoy new programs such as our Unicorn Party, and Escape Room, and Cupcake Wars. Specials programs run all week during SHARK WEEK and SPACE WEEK

We look forward to continuing our partnership with the Summer Lions program held in July at Minerva Elementary School and the YMCA Preschool and School age day camp programs.

During the Brick Street Festival last weekend, students and a few adults painted tongue depressors to create a collaborative wall hanging we plan to display at the library.

### Statistics for April:

Side door count: 1887

Reference Questions: 1555

MES: 86 visits 1887

YMCA Preschool: 3 visits 57

Book Beginnings: 3 programs 71

After School: 18 programs 98

Sensory SPOT: 33

Additional Programs: Chicka Chicka Boom Boom Preschool Event 56

Teacher Collections: 45 collections, 974 books

Donations added in April: 2 paperbacks

Study Rooms Use: 54

Other Questions: 56

School visits: 31 visits 556

MAC School: 3 classes 14

Story Time: 3 programs 24

Kathy Heller

Youth Services Manager

5/21/2019

## June 2019 Youth Services Report

We are pleased that 175 students signed up for Reading Rewards during the first two weeks of summer. We also notified our Kings Island ticket winner: Josie Pitts! Students have three opportunities over the summer to return their star charts and earn prizes and chances to win one of 8 prize baskets.

Seventy-eight children and adults sewed felt Uglydolls. Each student had the chance to make one to take home and one to donate to the Akron Children's Hospital. We collected twenty-five toward our goal of fifty donations. Interested students from the waiting list will have an opportunity to create their Uglydoll in July.

Sparkles and fluff ruled on Unicorn Day. An overwhelming ninety people of all ages showed up to make crafts and play games. Staff kept up and cut a few extra crafts on the fly to keep everyone happy.

Maker Mondays and Tech Time Tuesdays alternate weeks and both brought in an expected number of students. Ages 9 and up enjoyed their Escape Room experience and every group solved the puzzle in under 30 minutes. Cupcake wars was a smash and the final round winners took down the competition with a creative cupcake combination AND bonus points for the cleanest work station after three rounds.

### Statistics for May:

Side door count:2217

Reference Questions:1079

MES: 96 visits 2217

MMS: 6 visits 330

YMCA Preschool: 5 visits 76

Book Beginnings: 5 programs 110

After School: 21 programs 159

Sensory SPOT: 18

Additional Programs: Brick Street Fest 74

Teacher Collections: 13 collections, 265 books

Donations added in May: 11 hard covers, 1 paperback, 5 DVD's

Study Rooms Use: 54

Other Questions: 54

School visits: 21 visits 404

MAC School: 3 classes 23

Story Time: 5 programs 48

Kathy Heller

Youth Services Manager

6/20/2019