

# **Meeting Notice**

**The Minerva Public Library**

**Board of Trustees**

**Monthly Meeting Notice**

**Thursday, February 22, 2024**

**6:30 pm - Board Room**

**Minerva Public Library  
Board of Trustees Meeting Agenda  
February 22, 2024 at 6:30 pm, Board Room**

**Attendance:**

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

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

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

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

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

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

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

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

Director: Brenda Griffith \_\_\_\_\_

**Call to Order:**

**Adjustments to the Agenda:**

**Public Participation:**

**Minutes:** Approve minutes from the January 25, 2024 Organizational Board Meeting.

**Minutes:** Approve minutes from the January 25, 2024 Regular Board Meeting.

**Ongoing Business:**

Dolly Parton Imagination Library of Ohio Update – working with Julia Shaheen from Stark Library who is the Stark County manager of this program on the Touch-a-Truck event in June 2024. All libraries have been requested to hold a graduation ceremony for children reaching age 5 and who age out of the reading program. Suggested dates for the graduation ceremonies is in the month of August. We currently have 268 children registered under our library which is a 5% increase from last year.

**Fiscal Officer's Report:**

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

**Current Revenue:**

**PLF Distribution:** The January 2024 PLF receipts were \$59,227.32, 15% less than the \$68,309.25 received in January 2023. The February 2024 PLF receipts are \$74,383.98, 6.9% less than the \$79,559.94 received in February 2023. The PLF funding is providing less than the projected monthly revenue on average by 2.5%.

According to the Office of Budget and Management (OBM), overall state tax receipts for the month of January came in 2.7% or \$70.4 million below estimates. OBM claims the state budget for FY24 is still on solid footing.

**2023 General Revenue Net Operating Position**

Jan. Revenue =	\$60,950	Total Annual Revenue =	\$ 60,950
Jan. Expenses =	\$41,825	Total Annual Expenses =	\$ 41,825
Difference	\$19,125		\$ 19,125

**Operating Fund Expenses as Percentage of Appropriation on January 31, 2024**

<u>2024 Appropriation</u>	<u>Current 2024 Expenses</u>	<u>As Percentage</u>
\$996,706	\$41,825	4.196%

**New Business**

**Motion for Resolution 24-02-01:** to promote the following two employees from a LAI Sub to a LAI employee. Both employees normally work the 20 hours weekly and perform the duties of a LAI part-time employee. The employees would now accumulate sick leave, vacation time, and be eligible to purchase health benefits. Both of these employees are currently earning \$11.05. The base wage for the LAI position is \$10.99 so no change is needed for the hourly rate.

- Sue Barrick – original hire date of 10/24/2023
- Rhonda Grogg – original hire date of 11/27/2023

**Motion for Resolution 24-02-02:** to purchase an online registration and tracking software that allows patrons, students and parents to track their reading habits as well as easily participate in the summer reading program and activities. It also has a book club component, provides reading challenges and badges that can be earned all year long, and includes a mobile app for community engagement as well as allows us to run daily reports on patron’s progress. The company name is Beanstack and we are requesting the one-year Plus membership at a one-year price of \$1,184 and a one-time implementation fee of \$395 totaling \$1,579.

**Motion for Resolution 24-02-03:** to pay the increased cost of the SenSource door counter system which was previously approved at \$3,400. The additional cost totaling \$960 is for the wire.

**Discussion** on the Friends of Minerva Public Library group.

**Discussion** on the American Heart Association grant opportunity.

**Discussion** on hard wiring Carbon Monoxide detectors by Johnson Controls.

**Discussion** on the Solar Eclipse, public schools closing, and to stay open or close.

**Discussion** on the Compassionate Leave policy

**Correspondence** - none

### **Director's Report**

**Motion to Accept: Resolution 24-02-04:** monthly report from the Director included in the packet.

**January 2024 Library Statistics:** In-house circulation was 15,465, 12.18% below that of last January 2023. Renewals make up more of the in-house circulation than initial checkouts. More patrons are using online access. Total circulation was **21,843**, 9% below January 2023. January 2024 door count was 6490, up 23% from January 2023 which totaled 5284. In January 2024 62 classrooms came to the library from the Minerva School and we went to the school classrooms for an additional 13 visits totaling serving 2,185 students.

**Accept Financial Gifts—January 2024**

Restricted Individual Contributions:

\$ 0.00

Unrestricted Individual Contributions to the General Fund:

\$ 0.00

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<b>Total Restricted and Unrestricted</b>	<b>\$ 0.00</b>
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**In-kind Gifts for January 2024**

- 57 Books donated
- 2 DVD's donated
- 37 Books on CD donated

**Adjourn**

The next Regular Board Meeting will be held on March 28, 2024 at 6:30 pm in the Board Room.

## Fiscal Officer's Report February 2024

1. Bank Reconciliation
  - a. Open check for Laken Underwood (\$17.69) for mileage reimbursement from 10/02/23
    - i. Laken said she has not received the check and Consumers did a stop payment for no charge- check will be reissued
2. Revenue Receipt Register
  - a. \$1,414.46 of interest earned in January
3. Appropriation Payment Register
  - a. Unemployment of \$2,009.99 was paid, do not expect to pay anymore unemployment
  - b. Programing Supplies \$1,205.71
  - c. Book purchases \$0.00
  - d. Downloadable Content \$1,913.50
  - e. State of Ohio \$4,150.68 SEO membership fee 1<sup>st</sup> quarter
4. Revenue Status (YTD 8%)
  - a. PLF is slightly behind for January for all three counties
  - b. Overall Revenue Status 6.852%
5. Appropriation Status (YTD 8%)
  - a. Substitutes are at 52% of the budget
  - b. Unemployment 33%, not expecting to use anymore
  - c. Programming at 15%
  - d. Information Technology is at 22%
  - e. Overall Appropriation Status is 4%
6. Investment Listing
  - a. Two CDs at Consumers have a maturity date of March 2024
    - i. Current Rates at Consumers National Bank 02/12/24
      1. 7 months- 4.64%
      2. 11 months- 4.40%
      3. 15 month- 2.95%
7. Reallocation
  - a. 1000-230-550-0000 (Refunds and Reimbursement) to 1000-230-510-0000 (Dues and Memberships) of \$126.00
    - i. To cover increase in NEO membership
  - b. 1000-110-110-0003 (nonprofessionals) to 1000-110-110-0004 (substitutes) of \$36,000
    - i. More employees are classified as substitutes than nonprofessionals than previous years
    - ii. Still expect yearly payroll expense to be within budget
    - iii. Will reflect in February reports

# **Minerva Public Library**

## **January 2024 Financial Reports**

### **Submitted for the January 2024 Board Meeting**

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

**Revenue Status**

By Fund

As Of 1/31/2024

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-190-0000	Other - Local Taxes	\$25.00	\$0.07	\$24.93	0.280%
1000-212-0000	Restricted Federal Grants-In-Aid	\$0.00	\$0.00	\$0.00	0.000%
1000-222-0000	Restricted State Grants-In-Aid	\$0.00	\$0.00	\$0.00	0.000%
1000-240-0011	Public Library Fund - State{STARK CO.}	\$633,240.00	\$45,649.20	\$587,590.80	7.209%
1000-240-0012	Public Library Fund - State{CARROLL CO.}	\$168,434.00	\$12,142.17	\$156,291.83	7.209%
1000-240-0013	Public Library Fund - State{COLUMBIANA CO.}	\$19,919.00	\$1,435.94	\$18,483.06	7.209%
1000-310-0311	Patron Fines and Lost Item Income{FINES & FEES}	\$350.00	\$49.11	\$300.89	14.031%
1000-310-0312	Patron Fines and Lost Item Income{LOST ITEM}	\$200.00	\$0.00	\$200.00	0.000%
1000-310-0314	Patron Fines and Lost Item Income{LOST CARD FEE}	\$0.00	\$0.00	\$0.00	0.000%
1000-340-0000	Patron Coin-Operated Machine Income	\$1,750.00	\$132.65	\$1,617.35	7.580%
1000-360-0000	Patron Class and Seminar Fees	\$0.00	\$0.00	\$0.00	0.000%
1000-399-0000	Other - Patron Fines and Fees	\$0.00	\$0.00	\$0.00	0.000%
1000-399-0397	Other - Patron Fines and Fees{PRINTER PAPER}	\$1,500.00	\$88.05	\$1,411.95	5.870%
1000-399-0398	Other - Patron Fines and Fees{FAX FEE}	\$500.00	\$28.00	\$472.00	5.600%
1000-611-0000	Restricted Contributions - Individuals	\$0.00	\$0.00	\$0.00	0.000%
1000-612-0000	Restricted Contributions - Businesses	\$0.00	\$0.00	\$0.00	0.000%
1000-612-2018	Restricted Contributions - Businesses{YOUTH SUMMER READING }	\$1,500.00	\$0.00	\$1,500.00	0.000%
1000-613-0000	Restricted Contributions - Foundations	\$0.00	\$0.00	\$0.00	0.000%
1000-651-0000	Unrestricted Contributions - Individuals	\$4,000.00	\$1.40	\$3,998.60	0.035%
1000-652-0000	Unrestricted Contributions - Businesses	\$0.00	\$0.00	\$0.00	0.000%
1000-690-0000	Other - Contributions, Gifts and Donations	\$0.00	\$0.00	\$0.00	0.000%
1000-701-0000	Interest or Dividends on Investments	\$6,000.00	\$702.99	\$5,297.01	11.717%
1000-820-0000	Sale of Supplies for Resale	\$100.00	\$0.93	\$99.07	0.930%
1000-831-2017	Rental of Meeting Rooms{RESTRI DOLLY PARTON LIBRARY}	\$50.00	\$0.00	\$50.00	0.000%
1000-871-0000	Refunds for Overpayment	\$1,500.00	\$0.00	\$1,500.00	0.000%
1000-872-0000	Insurance Reimbursements	\$500.00	\$7.68	\$492.32	1.536%
1000-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%



**Revenue Status**

By Fund

As Of 1/31/2024

Fund 1000 Sub-Total:	\$839,568.00	\$60,238.19	\$779,329.81	7.175%
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Fund: 4001 Capital Projects

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
4001-651-0000	Unrestricted Contributions - Individuals	\$0.00	\$0.00	\$0.00	0.0000%
4001-651-2024	Unrestricted Contributions - Individuals(Eglie Estate Donat)	\$0.00	\$0.00	\$0.00	0.0000%
4001-701-0000	Interest or Dividends on Investments	\$0.00	\$711.47	-\$711.47	0.0000%
4001-872-0000	Insurance Reimbursements	\$0.00	\$0.00	\$0.00	0.0000%
4001-931-0000	Transfers - In	\$50,000.00	\$0.00	\$50,000.00	0.0000%
Fund 4001 Sub-Total:		\$50,000.00	\$711.47	\$49,288.53	1.423%
Report Total:		\$889,568.00	\$60,949.66	\$828,618.34	6.852%

**Revenue Receipt Register**

January 2024

Account Code: 1000-190-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$0.07	C
					Account Total:	\$0.07

Account Code: 1000-240-0011

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
10-2024	01/12/2024	01/18/2024	STD	STARK COUNTY AUDITOR'S OFFICE	\$45,649.20	C
					Account Total:	\$45,649.20

Account Code: 1000-240-0012

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
11-2024	01/11/2024	01/18/2024	STD	CARROLL COUNTY AUDITOR'S OFFICE	\$12,142.17	C
					Account Total:	\$12,142.17

Account Code: 1000-240-0013

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
6-2024	01/11/2024	01/11/2024	STD	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,435.94	C
					Account Total:	\$1,435.94

Account Code: 1000-310-0311

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
3-2024	01/11/2024	01/11/2024	STD	PAYPAL INC	\$10.12	C
5-2024	01/11/2024	01/11/2024	STD	Daily Receipts-CNB Registers	\$14.00	C
13-2024	01/25/2024	01/25/2024	STD	Daily Receipts-CNB Registers	\$12.99	C
14-2024	01/29/2024	01/29/2024	STD	Daily Receipts-CNB Registers	\$12.00	C
					Account Total:	\$49.11

Account Code: 1000-340-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
1-2024	01/04/2024	01/04/2024	STD	Daily Receipts-CNB Registers	\$1.80	C
1-2024	01/04/2024	01/04/2024	STD	Daily Receipts-CNB Registers	\$7.70	C
1-2024	01/04/2024	01/04/2024	STD	Daily Receipts-CNB Registers	\$1.70	C
2-2024	01/08/2024	01/08/2024	STD	Daily Receipts-CNB Registers	\$0.10	C
2-2024	01/08/2024	01/08/2024	STD	Daily Receipts-CNB Registers	\$19.15	C
5-2024	01/11/2024	01/11/2024	STD	Daily Receipts-CNB Registers	\$0.60	C
5-2024	01/11/2024	01/11/2024	STD	Daily Receipts-CNB Registers	\$20.20	C
5-2024	01/11/2024	01/11/2024	STD	Daily Receipts-CNB Registers	\$7.90	C
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$1.85	C
8-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$26.85	C
9-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$2.20	C
9-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$4.25	C
12-2024	01/22/2024	01/22/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
13-2024	01/25/2024	01/25/2024	STD	Daily Receipts-CNB Registers	\$4.65	C
13-2024	01/25/2024	01/25/2024	STD	Daily Receipts-CNB Registers	\$4.35	C
13-2024	01/25/2024	01/25/2024	STD	Daily Receipts-CNB Registers	\$2.35	C
14-2024	01/29/2024	01/29/2024	STD	Daily Receipts-CNB Registers	\$2.05	C
15-2024	01/29/2024	01/29/2024	STD	Daily Receipts-CNB Registers	\$22.95	C
					Account Total:	\$132.65

**Revenue Receipt Register**

January 2024

Account Code: 1000-399-0397

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
1-2024	01/04/2024	01/04/2024	STD	Daily Receipts-CNB Registers	\$6.10	C
1-2024	01/04/2024	01/04/2024	STD	Daily Receipts-CNB Registers	\$5.20	C
2-2024	01/08/2024	01/08/2024	STD	Daily Receipts-CNB Registers	\$25.00	C
2-2024	01/08/2024	01/08/2024	STD	Daily Receipts-CNB Registers	\$0.60	C
2-2024	01/08/2024	01/08/2024	STD	Daily Receipts-CNB Registers	\$3.40	C
5-2024	01/11/2024	01/11/2024	STD	Daily Receipts-CNB Registers	\$0.30	C
5-2024	01/11/2024	01/11/2024	STD	Daily Receipts-CNB Registers	\$2.60	C
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$0.10	C
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$5.00	C
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$0.10	C
9-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$7.40	C
9-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$0.10	C
12-2024	01/22/2024	01/22/2024	STD	Daily Receipts-CNB Registers	\$0.10	C
12-2024	01/22/2024	01/22/2024	STD	Daily Receipts-CNB Registers	\$4.40	C
13-2024	01/25/2024	01/25/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
13-2024	01/25/2024	01/25/2024	STD	Daily Receipts-CNB Registers	\$2.65	C
13-2024	01/25/2024	01/25/2024	STD	Daily Receipts-CNB Registers	\$0.60	C
14-2024	01/29/2024	01/29/2024	STD	Daily Receipts-CNB Registers	\$9.00	C
14-2024	01/29/2024	01/29/2024	STD	Daily Receipts-CNB Registers	\$6.50	C
14-2024	01/29/2024	01/29/2024	STD	Daily Receipts-CNB Registers	\$7.90	C
Account Total:					<u>\$88.05</u>	

Account Code: 1000-399-0398

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
1-2024	01/04/2024	01/04/2024	STD	Daily Receipts-CNB Registers	\$1.50	C
2-2024	01/08/2024	01/08/2024	STD	Daily Receipts-CNB Registers	\$9.00	C
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$3.00	C
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$3.50	C
9-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$3.00	C
9-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$2.50	C
12-2024	01/22/2024	01/22/2024	STD	Daily Receipts-CNB Registers	\$4.00	C
13-2024	01/25/2024	01/25/2024	STD	Daily Receipts-CNB Registers	\$1.50	C
Account Total:					<u>\$28.00</u>	

Account Code: 1000-651-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
2-2024	01/08/2024	01/08/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
12-2024	01/22/2024	01/22/2024	STD	Daily Receipts-CNB Registers	\$0.40	C
Account Total:					<u>\$1.40</u>	

Account Code: 1000-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
17-2024	01/31/2024	02/01/2024	INT	Hunt. MM	\$179.75	C
18-2024	01/26/2024	02/01/2024	INT	CD072716	\$75.63	C
19-2024	01/25/2024	02/01/2024	INT	CD042517	\$9.26	C
20-2024	01/26/2024	02/01/2024	INT	CD082817	\$76.48	C
21-2024	01/31/2024	02/01/2024	INT	Money Mark	\$361.87	C
Account Total:					<u>\$702.99</u>	

**Revenue Receipt Register**

January 2024

Account Code: 1000-820-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
7-2024	01/18/2024	01/18/2024	STD	Daily Receipts-CNB Registers	\$0.93	C
					Account Total:	\$0.93

Account Code: 1000-872-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
4-2024	01/11/2024	01/11/2024	STD	Daily Receipts-CNB Registers	\$7.68	C
					Account Total:	\$7.68

Account Code: 4001-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
17-2024	01/31/2024	02/01/2024	INT	Hunt. MM	\$236.12	C
21-2024	01/31/2024	02/01/2024	INT	Money Mark	\$475.35	C
					Account Total:	\$711.47
					Report Total:	\$60,949.66

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

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

**Appropriation Payment Register**

January 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
Account Code: 1000-110-110-0001 Salaries{ADMINISTRATIVE SALARIES}						
9-2024	EP	01/11/2024	01/08/2024	Brenda A Griffith	\$1,969.99	C
11-2024	EP	01/11/2024	01/08/2024	Heather Husted	887.75	C
58-2024	EP	01/25/2024	01/22/2024	Brenda A Griffith	1,768.72	C
60-2024	EP	01/25/2024	01/22/2024	Heather Husted	638.42	C
83-2024	EW	01/25/2024	01/25/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	170.00	O
					Account Total:	\$5,434.88
Account Code: 1000-110-110-0003 Salaries{NON-PROFESSIONALS}						
4-2024	EP	01/11/2024	01/08/2024	Jennifer Baker	\$363.91	C
6-2024	EP	01/11/2024	01/08/2024	Jennifer Bates	1,318.68	C
8-2024	EP	01/11/2024	01/08/2024	Dianne Ferrell	213.57	C
12-2024	EP	01/11/2024	01/08/2024	Donna Kohler	411.97	C
13-2024	EP	01/11/2024	01/08/2024	Lisa Lutes	461.51	C
14-2024	EP	01/11/2024	01/08/2024	Anna Minor	955.94	C
16-2024	EP	01/11/2024	01/08/2024	Tabatha R Peterson	123.67	C
17-2024	EP	01/11/2024	01/08/2024	Kendra Selby	628.84	C
18-2024	EP	01/11/2024	01/08/2024	Payton S Selby	254.24	C
20-2024	EP	01/11/2024	01/08/2024	Laken Underwood	888.51	C
21-2024	EP	01/11/2024	01/08/2024	Nicole Weber	1,243.42	C
23-2024	EP	01/11/2024	01/08/2024	Anna Minor	490.78	C
25-2024	EW	01/12/2024	01/08/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C
53-2024	EP	01/25/2024	01/22/2024	Jennifer Baker	365.35	C
55-2024	EP	01/25/2024	01/22/2024	Jennifer Bates	1,076.42	C
57-2024	EP	01/25/2024	01/22/2024	Dianne Ferrell	356.85	C
61-2024	EP	01/25/2024	01/22/2024	Donna Kohler	409.10	C
62-2024	EP	01/25/2024	01/22/2024	Lisa Lutes	515.96	C
64-2024	EP	01/25/2024	01/22/2024	Tabatha R Peterson	197.82	C
65-2024	EP	01/25/2024	01/22/2024	Kendra Selby	631.72	C
66-2024	EP	01/25/2024	01/22/2024	Payton S Selby	40.91	C
68-2024	EP	01/25/2024	01/22/2024	Laken Underwood	891.98	C
69-2024	EP	01/25/2024	01/22/2024	Nicole Weber	1,001.16	C
82-2024	EW	01/25/2024	01/25/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	130.94	C
83-2024	EW	01/25/2024	01/25/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	100.00	O
78-2024	EW	01/26/2024	01/22/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C
101-2024	CH	01/29/2024	01/29/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	702.28	O
85-2024	EP	01/30/2024	01/26/2024	Jennifer Baker	20.19	C
87-2024	EP	01/30/2024	01/26/2024	Jennifer Bates	112.24	C
89-2024	EP	01/30/2024	01/26/2024	Dianne Ferrell	28.23	C
91-2024	EP	01/30/2024	01/26/2024	Donna Kohler	24.21	C

**Appropriation Payment Register**

January 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
92-2024	EP	01/30/2024	01/26/2024	Lisa Lutes	25.24	C
94-2024	EP	01/30/2024	01/26/2024	Tabatha R Peterson	18.35	C
95-2024	EP	01/30/2024	01/26/2024	Kendra Selby	370.62	C
98-2024	EP	01/30/2024	01/26/2024	Laken Underwood	55.42	O
99-2024	EP	01/30/2024	01/26/2024	Nicole Weber	58.20	C
Account Total:					<u>\$14,568.23</u>	
Account Code: 1000-110-110-0004 Salaries{SUBSTITUTES}						
3-2024	EP	01/11/2024	01/08/2024	Coral B Abel	\$109.24	C
5-2024	EP	01/11/2024	01/08/2024	Sue E Barrick	209.02	C
7-2024	EP	01/11/2024	01/08/2024	Eli Benzel	240.93	C
10-2024	EP	01/11/2024	01/08/2024	Rhonda Grogg	118.20	C
15-2024	EP	01/11/2024	01/08/2024	Jersey Moss	199.40	C
19-2024	EP	01/11/2024	01/08/2024	Anne Tokos	32.20	C
52-2024	EP	01/25/2024	01/22/2024	Coral B Abel	145.61	C
54-2024	EP	01/25/2024	01/22/2024	Sue E Barrick	317.56	C
56-2024	EP	01/25/2024	01/22/2024	Eli Benzel	326.86	C
59-2024	EP	01/25/2024	01/22/2024	Rhonda Grogg	376.27	C
63-2024	EP	01/25/2024	01/22/2024	Jersey Moss	249.02	C
67-2024	EP	01/25/2024	01/22/2024	Anne Tokos	144.51	C
84-2024	EP	01/30/2024	01/26/2024	Coral B Abel	13.41	C
86-2024	EP	01/30/2024	01/26/2024	Sue E Barrick	27.63	C
88-2024	EP	01/30/2024	01/26/2024	Eli Benzel	29.89	C
90-2024	EP	01/30/2024	01/26/2024	Rhonda Grogg	25.96	C
93-2024	EP	01/30/2024	01/26/2024	Jersey Moss	24.86	C
96-2024	EP	01/30/2024	01/26/2024	Payton S Selby	7.86	C
97-2024	EP	01/30/2024	01/26/2024	Anne Tokos	4.46	C
Account Total:					<u>\$2,602.89</u>	
Account Code: 1000-110-221-0000 Medical / Hospitalization Insurance						
101-2024	CH	01/29/2024	01/29/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	\$1,237.98	O
Account Total:					<u>\$1,237.98</u>	
Account Code: 1000-110-222-0000 Life Insurance						
101-2024	CH	01/29/2024	01/29/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	\$37.50	O
Account Total:					<u>\$37.50</u>	
Account Code: 1000-110-225-0000 Workers' Compensation						
2-2024	CH	01/31/2024	01/04/2024	OHIO BUREAU OF WORKERS' COMPENSATION	\$14.00	O
Account Total:					<u>\$14.00</u>	
Account Code: 1000-110-291-0000 Unemployment Benefits						
44-2024	CH	01/15/2024	01/15/2024	OHIO DEPARTMENT OF JOB & FAMILY SERVICES	\$2,009.99	C

**Appropriation Payment Register**

January 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
					Account Total:	\$2,009.99
Account Code: 1000-110-450-0015 Supplies(PROGRAMING SUPPLIES)						
26-2024	CH	01/08/2024	01/08/2024	AMAZON	\$6.99	C
35-2024	CH	01/08/2024	01/08/2024	AMAZON	135.61	C
39-2024	CH	01/08/2024	01/08/2024	ALLIED INFOTECH	60.00	C
48-2024	CH	01/15/2024	01/15/2024	AMAZON	657.48	C
7005	AW	01/18/2024	01/18/2024	BRENDA GRIFFITH	113.03	O
71-2024	CH	01/22/2024	01/22/2024	Consumers Credit Card	82.88	C
77-2024	CH	01/22/2024	01/22/2024	AMAZON	149.72	O
					Account Total:	\$1,205.71
Account Code: 1000-120-412-0000 Periodicals						
30-2024	CH	01/08/2024	01/08/2024	FARM AND DAIRY	\$42.95	V
31-2024	CH	01/08/2024	01/08/2024	MORNING JOURNAL	128.70	V
30-2024	CH	01/08/2024	01/08/2024	FARM AND DAIRY	-42.95	V
31-2024	CH	01/08/2024	01/08/2024	MORNING JOURNAL	-128.70	V
51-2024	CH	01/18/2024	01/18/2024	THE REPOSITORY	35.00	C
					Account Total:	\$35.00
Account Code: 1000-120-413-1007 Audiovisual Materials(DOWNLOADABLE CONTENT)						
34-2024	CH	01/08/2024	01/08/2024	MIDWEST TAPE	\$1,870.30	C
43-2024	CH	01/11/2024	01/11/2024	Kanopy Inc.	43.20	C
					Account Total:	\$1,913.50
Account Code: 1000-210-321-0000 Telephone						
45-2024	CH	01/15/2024	01/15/2024	FIRST COMMUNICATIONS	\$727.41	C
					Account Total:	\$727.41
Account Code: 1000-210-332-0000 Maintenance and Repair on Equipment						
32-2024	CH	01/08/2024	01/08/2024	INDEPENDENT ELEVATOR CO., INC.	\$220.00	C
50-2024	CH	01/15/2024	01/15/2024	PC CoPilot	1,450.00	C
72-2024	CH	01/22/2024	01/22/2024	STANDARD PLUMBING AND HEATING CO	32.75	C
75-2024	CH	01/22/2024	01/22/2024	PC CoPilot	725.00	C
					Account Total:	\$2,427.75
Account Code: 1000-210-334-0000 Trash Removal						
80-2024	CH	01/25/2024	01/25/2024	Solid Waste And Recycling	\$120.00	C
					Account Total:	\$120.00
Account Code: 1000-210-339-0000 Other - Property Maint. Repair & Security Svc						
28-2024	CH	01/08/2024	01/08/2024	RAY ELECTRIC	\$109.38	C
29-2024	CH	01/08/2024	01/08/2024	NATURESCAPES	110.00	C
33-2024	CH	01/08/2024	01/08/2024	RENTWEAR, INC.	63.69	C
46-2024	CH	01/15/2024	01/15/2024	CLEAN - N - GREEN	85.00	C

**Appropriation Payment Register**

January 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
47-2024	CH	01/15/2024	01/15/2024	House Cleaning Genie	151.32	C
73-2024	CH	01/22/2024	01/22/2024	21ST CENTURY ALARM	112.50	C
74-2024	CH	01/22/2024	01/22/2024	House Cleaning Genie	157.31	C
Account Total:					<u>\$789.20</u>	
Account Code: 1000-210-361-0000 Electricity						
36-2024	CH	01/18/2024	01/08/2024	AMERICAN ELECTRIC POWER	\$1,659.40	C
Account Total:					<u>\$1,659.40</u>	
Account Code: 1000-210-363-0000 Natural Gas						
37-2024	CH	01/17/2024	01/08/2024	COLUMBIA GAS OF OHIO	\$855.20	C
Account Total:					<u>\$855.20</u>	
Account Code: 1000-210-452-0000 Property Maintenance/Repair Supplies & Parts						
38-2024	CH	01/08/2024	01/08/2024	SAND ROCK MINERAL WATER CO.	\$17.50	C
Account Total:					<u>\$17.50</u>	
Account Code: 1000-230-325-0009 Advertising{LEGAL ADS & PUBLICATIONS}						
81-2024	CH	01/25/2024	01/25/2024	FREE PRESS STANDARD	\$24.50	C
Account Total:					<u>\$24.50</u>	
Account Code: 1000-230-341-0000 Property Insurance Premiums						
41-2024	CH	01/08/2024	01/08/2024	WHITAKER-MYERS INSURANCE	\$168.00	C
Account Total:					<u>\$168.00</u>	
Account Code: 1000-230-351-0000 Rents and Leases						
27-2024	CH	01/08/2024	01/08/2024	copeco	\$467.95	C
40-2024	CH	01/08/2024	01/08/2024	ALLIED INFOTECH	60.00	V
40-2024	CH	01/08/2024	01/08/2024	ALLIED INFOTECH	-60.00	V
Account Total:					<u>\$467.95</u>	
Account Code: 1000-230-390-0000 Other - Purchased and Contracted Services						
42-2024	CH	01/11/2024	01/11/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$98.50	C
Account Total:					<u>\$98.50</u>	
Account Code: 1000-230-451-0007 General Administrative Supplies{OFFICE SUPPLIES}						
139-2024	CH	01/01/2024	02/05/2024	CONSUMERS NATIONAL BANK	\$7.40	C
112-2024	CH	01/16/2024	02/01/2024	HUNTINGTON	5.00	C
76-2024	CH	01/22/2024	01/22/2024	AMAZON	78.01	O
1-2024	CH	01/23/2024	01/04/2024	TREASURER, STATE OF OHIO	4.12	C
102-2024	CH	01/29/2024	02/01/2024	DELUXE CHECKS	111.89	O
113-2024	CH	01/31/2024	02/01/2024	CONSUMERS NATIONAL BANK	25.00	C
114-2024	CH	01/31/2024	02/01/2024	CONSUMERS NATIONAL BANK	20.00	C
Account Total:					<u>\$251.42</u>	
Account Code: 1000-230-510-0000 Dues and Memberships						



**Appropriation Payment Register**

January 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
71-2024	CH	01/22/2024	01/22/2024	Consumers Credit Card	\$120.00	C
79-2024	CH	01/25/2024	01/25/2024	TREASURER, STATE OF OHIO	4,150.68	C
Account Total:					<u>\$4,270.68</u>	
Account Code: 1000-230-590-0511 Other - Other{Information Technology}						
49-2024	CH	01/15/2024	01/15/2024	PC CoPilot	\$860.00	C
71-2024	CH	01/22/2024	01/22/2024	Consumers Credit Card	28.00	C
Account Total:					<u>\$888.00</u>	
Report Total:					<u>\$41,825.19</u>	

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

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

**Appropriation Status**

By Fund  
As Of 1/31/2024

Fund: General  
Pooled Balance: \$394,726.67  
Non-Pooled Balance: \$66,445.73  
Total Cash Balance: \$461,172.40

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-110-100-0001	D Salaries(ADMINISTRATIVE SALARIES)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-110-0000	D Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-110-0001	D Salaries(ADMINISTRATIVE SALARIES)	\$0.00	\$0.00	\$99,200.00	\$2,119.32	\$5,434.88	\$91,645.80	5.479%
1000-110-110-0002	D Salaries(MANAGERS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-110-0003	D Salaries(NON-PROFESSIONALS)	\$0.00	\$0.00	\$298,200.00	\$3,143.48	\$14,568.23	\$286,488.29	4.885%
1000-110-110-0004	D Salaries(SUBSTITUTES)	\$0.00	\$0.00	\$5,000.00	\$405.23	\$2,602.89	\$1,991.88	52.058%
1000-110-110-0005	D Salaries(SERVICE WORKERS)	\$0.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.000%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	0.000%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.000%
1000-110-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$50,000.00	\$18,762.02	\$1,237.98	\$30,000.00	2.476%
1000-110-222-0000	Life Insurance	\$0.00	\$0.00	\$1,000.00	\$412.50	\$37.50	\$550.00	3.750%
1000-110-223-0000	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-224-0000	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$1,370.00	\$1,356.00	\$14.00	\$0.00	1.022%
1000-110-291-0000	D Unemployment Benefits	\$0.00	\$0.00	\$6,000.00	\$0.00	\$2,009.99	\$3,990.01	33.500%
1000-110-300-2017	Purchased and Contracted Services(RESTRI DOLLY PARTON LIBRA)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	0.000%
1000-110-300-2019	Purchased and Contracted Services(Mental Health FA grant pr)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-380-0000	Library Material Control Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
1000-110-390-0391	Other - Purchased and Contracted Services(Grunder Fund)	\$0.00	\$0.00	\$2,165.00	\$0.00	\$0.00	\$2,165.00	0.000%
1000-110-390-0392	Other - Purchased and Contracted Services(Powell Fund)	\$0.00	\$0.00	\$2,301.00	\$0.00	\$0.00	\$2,301.00	0.000%
1000-110-450-0015	Supplies(PROGRAMMING SUPPLIES)	\$0.00	\$0.00	\$8,000.00	\$3,794.29	\$1,205.71	\$3,000.00	15.071%
1000-110-450-2023	Supplies(Youth Anonymous Donation 1/22)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-451-0007	General Administrative Supplies(OFFICE SUPPLIES)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-110-0003	D Salaries(NON-PROFESSIONALS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-222-0000	Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-223-0000	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-224-0000	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-411-0000	Books and Pamphlets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-411-0109	Books and Pamphlets(Donation Adult Books-Moser)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-411-1000	Books and Pamphlets(ADULT DEPT. BOOKS)	\$0.00	\$0.00	\$24,000.00	\$18,000.00	\$0.00	\$6,000.00	0.000%
1000-120-411-2000	Books and Pamphlets(YOUTH DEPT. BOOKS)	\$0.00	\$0.00	\$20,000.00	\$15,000.00	\$0.00	\$5,000.00	0.000%
1000-120-411-2022	Books and Pamphlets(Eglie Adult Books Fund)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-412-0000	Periodicals	\$0.00	\$0.00	\$7,000.00	\$4,965.00	\$35.00	\$2,000.00	0.500%

Report reflects selected information.

**Appropriation Status**

UAN v2024.1

By Fund

As Of 1/31/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-120-413-1006	Audiovisual Materials(Audiovisual Materials ADULT)	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	0.000%
1000-120-413-1007	Audiovisual Materials(DOWNLOADABLE CONTENT)	\$0.00	\$0.00	\$28,000.00	\$23,086.50	\$1,913.50	\$3,000.00	6.834%
1000-120-413-2004	Audiovisual Materials(YOUTH CDs)	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
1000-120-413-2006	Audiovisual Materials(Audiovisual Materials YOUTH)	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
1000-120-414-0000	Computer Services and Information	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-415-0000	Interlibrary Loan Fees / Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-416-0000	Library Material Repair and Restoration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-419-0000	Other - Library Materials and Information	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
1000-120-459-0008	Other - Supplies(CATALOGING & PROCESSING SUPPL.)	\$0.00	\$0.00	\$3,500.00	\$3,500.00	\$0.00	\$0.00	0.000%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-332-0000	Maintenance and Repair on Equipment	\$0.00	\$0.00	\$9,000.00	\$8,272.59	\$727.41	\$0.00	0.000%
1000-210-334-0000	Trash Removal	\$0.00	\$0.00	\$46,250.00	\$43,822.25	\$2,427.75	\$0.00	8.082%
1000-210-339-0000	Other - Property Maint. Repair & Security Svc	\$0.00	\$0.00	\$1,650.00	\$1,530.00	\$120.00	\$0.00	7.273%
1000-210-361-0000	Electricity	\$0.00	\$0.00	\$35,950.00	\$22,910.80	\$789.20	\$12,250.00	2.195%
1000-210-362-0000	Water and Sewage	\$0.00	\$0.00	\$25,000.00	\$23,340.60	\$1,659.40	\$0.00	6.638%
1000-210-363-0000	Natural Gas	\$0.00	\$0.00	\$700.00	\$700.00	\$0.00	\$0.00	0.000%
1000-210-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$13,000.00	\$12,144.80	\$855.20	\$0.00	6.578%
1000-210-452-0000	Property Maintenance/Repair Supplies & Parts	\$0.00	\$0.00	\$5,000.00	\$4,982.50	\$17.50	\$0.00	0.000%
1000-230-110-0001	D Salaries(ADMINISTRATIVE SALARIES)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-222-0000	Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-223-0000	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-224-0000	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-229-0000	Other - Insurance Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-299-0000	Other - Other Employee Fringe Benefits	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-230-311-0000	Dues and Fees	\$0.00	\$0.00	\$120.00	\$120.00	\$0.00	\$0.00	0.000%
1000-230-312-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00	0.000%
1000-230-322-0000	Postage	\$0.00	\$0.00	\$300.00	\$300.00	\$0.00	\$0.00	0.000%
1000-230-324-0000	Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-325-0009	Advertising(LEGAL ADS & PUBLICATIONS)	\$0.00	\$0.00	\$50.00	\$25.50	\$24.50	\$0.00	49.000%
1000-230-325-0010	Advertising(EMPLOYEE VACANCY ADS)	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
1000-230-329-0000	Other - Communications,Printing and Publicity	\$0.00	\$0.00	\$800.00	\$800.00	\$0.00	\$0.00	0.000%
1000-230-341-0000	Property Insurance Premiums	\$0.00	\$0.00	\$11,000.00	\$0.00	\$168.00	\$10,832.00	1.527%
1000-230-343-0000	Fidelity Bond Premiums	\$0.00	\$0.00	\$275.00	\$0.00	\$0.00	\$275.00	0.000%
1000-230-351-0000	Rents and Leases	\$0.00	\$0.00	\$6,100.00	\$5,592.05	\$467.95	\$40.00	7.671%
1000-230-371-0000	Auditing Services	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.000%
1000-230-372-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$3,100.00	\$3,100.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

**Appropriation Status**

By Fund  
As Of 1/31/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-230-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$14,900.00	\$14,801.50	\$98.50	\$0.00	0.661%
1000-230-390-0014	Other - Purchased and Contracted Services(COMPUTER SVCS & I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-451-0007	General Administrative Supplies(OFFICE SUPPLIES)	\$0.00	\$0.00	\$4,000.00	\$2,748.58	\$251.42	\$1,000.00	6.286%
1000-230-454-0000	Supplies Purchased for Resale	\$0.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	0.000%
1000-230-510-0000	Dues and Memberships	\$0.00	\$0.00	\$22,375.00	\$18,104.32	\$4,270.68	\$0.00	19.087%
1000-230-520-0000	D Taxes and Assessments	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.000%
1000-230-550-0000	Refunds and Reimbursements	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.000%
1000-230-590-0000	Other - Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-590-0511	Other - Other(Information Technology)	\$0.00	\$0.00	\$4,000.00	\$3,112.00	\$888.00	\$0.00	22.200%
1000-760-750-0000	Furniture and Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.000%
1000-930-930-0000	Contingencies	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.000%
1000-990-990-2020	Other - Other Financing Uses(Covid 19 Grant Expense)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
General Fund Total:		\$0.00	\$0.00	\$916,706.00	\$268,151.83	\$41,825.19	\$606,728.98	4.563%

Fund: Capital Projects  
Pooled Balance: \$505,628.58  
Non-Pooled Balance: \$75,013.46  
Total Cash Balance: \$580,642.04

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	\$3,400.00	\$0.00	\$41,600.00	0.000%
4001-760-720-0000	Land Improvement	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
4001-760-720-2021	Land Improvement(McConnell Fund)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
4001-760-740-2024	Building Improvements(Eglie Estate Donation)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
4001-760-750-0000	Furniture and Equipment	\$0.00	\$0.00	\$30,000.00	\$20,099.98	\$0.00	\$9,900.02	0.000%
4001-760-750-2021	Furniture and Equipment(McConnell Fund)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Capital Projects Fund Total:		\$0.00	\$0.00	\$80,000.00	\$23,499.98	\$0.00	\$56,500.02	0.000%
Report Total:		\$0.00	\$0.00	\$996,706.00	\$291,651.81	\$41,825.19	\$663,228.00	4.196%

MINERVA PUBLIC LIBRARY, STARK COUNTY  
**Investment Listing**  
 System Year 2024

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 UAN v2024.1

Account Name	Description	Current Value	Interest Rate	Year to Date Interest	Total Interest	Purchased Date	Maturity Date	Closed Date	Closing Price
CD042517	CONSUMERS 0106524019 25 month CD exp	\$21,815.39	0.50%	\$9.26	\$1,290.93	04/25/2017	03/25/2025		
CD072716	CONSUMERS 0106125341 exp 03/27/2024	\$22,190.36	4.02%	\$75.63	\$2,012.62	04/27/2023	03/27/2024		
CD082817	CONSUMERS 0106774145 CD 3/28/24	\$22,439.98	4.02%	\$76.48	\$1,692.92	04/28/2023	03/28/2024		
CDAR-HUNT	CDAR HUNTINGTON 5.2%	\$75,013.46	5.20%	\$0.00	\$0.00	08/10/2023	08/08/2024		
Hunt. MM	Huntington Money Market	\$164,078.55	3.00%	\$415.87	\$2,225.98	08/01/2023	08/01/2053		
Money Mark	Money Market Consumers	\$468,524.15	2.00%	\$837.22	\$6,558.62	05/04/2023	05/04/2073		
STAR OHIO	STATE TREASURY ASSET RESERVE OF OH	\$0.00	0.04%	\$0.00	\$270,672.85	01/01/1999	12/31/2099		

**Bank Reconciliation**

Reconciled Date 1/31/2024

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Prior UAN Balance:		\$1,022,689.97
Receipts:	+	\$60,954.66
Payments:	-	\$41,830.19
Adjustments:	+	\$0.00
Current UAN Balance as of 01/31/2024:		\$1,041,814.44
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 01/31/2024:		<u>\$1,041,814.44</u>
Entered Bank Balances as of 01/31/2024:		\$1,044,732.90
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$2,918.46
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$0.00
Adjusted Bank Balances as of 01/31/2024:		<u>\$1,041,814.44</u>

Balances Reconciled

**Bank Balances**

Reconciled Date 1/31/2024  
 Posted 2/8/2024 4:09:17 PM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		\$255,251.92	\$270,483.51	\$270,483.51	\$0.00
Secondary	CHANGE AMT		\$117.50	\$117.50	\$117.50	\$0.00
Secondary	PETTYCASH2		\$70.00	\$70.00	\$70.00	\$0.00
Investment	CD042517		\$21,806.13	\$21,815.39	\$21,815.39	\$0.00
Investment	CD072716		\$22,114.73	\$22,190.36	\$22,190.36	\$0.00
Investment	CD082817		\$22,363.50	\$22,439.98	\$22,439.98	\$0.00
Investment	CDAR-HUNT		\$75,013.46	\$75,013.46	\$75,013.46	\$0.00
Investment	Hunt. MM		\$163,667.68	\$164,078.55	\$164,078.55	\$0.00
Investment	Money Mark		\$467,686.93	\$468,524.15	\$468,524.15	\$0.00
Investment	STAR OHIO		\$0.00	\$0.00	\$0.00	\$0.00
<b>Total:</b>			<u>\$1,028,091.85</u>	<u>\$1,044,732.90</u>	<u>\$1,044,732.90</u>	<u>\$0.00</u>

**Outstanding Payments**

Reconciled Date 1/31/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	2-2024	01/31/2024	OHIO BUREAU OF WORKERS' COMPENSATION	\$14.00
PRIMARY	Electronic	76-2024	01/22/2024	AMAZON	\$78.01
PRIMARY	Electronic	77-2024	01/22/2024	AMAZON	\$149.72
PRIMARY	Electronic	83-2024	01/25/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$270.00
PRIMARY	Electronic	98-2024	01/30/2024	Laken Underwood	\$55.42 *
PRIMARY	Electronic	101-2024	01/29/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$1,977.76
PRIMARY	Electronic	102-2024	01/29/2024	DELUXE CHECKS	\$111.89 *
PRIMARY	Electronic	582-2023	10/02/2023	Laken Underwood	\$17.69
PRIMARY	Electronic	759-2023	12/01/2023	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Warrant	7005	01/18/2024	BRENDA GRIFFITH	\$113.03
					\$2,918.46

\* Asterisked items were outstanding as of this bank reconciliation but have been subsequently voided.



**Cleared Payments**

Reconciled Date 1/31/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	1-2024	01/23/2024	TREASURER, STATE OF OHIO	\$4.12
PRIMARY	Electronic	3-2024	01/11/2024	Coral B Abel	\$109.24
PRIMARY	Electronic	4-2024	01/11/2024	Jennifer Baker	\$363.91
PRIMARY	Electronic	5-2024	01/11/2024	Sue E Barrick	\$209.02
PRIMARY	Electronic	6-2024	01/11/2024	Jennifer Bates	\$1,318.68
PRIMARY	Electronic	7-2024	01/11/2024	Eli Benzel	\$240.93
PRIMARY	Electronic	8-2024	01/11/2024	Dianne Ferrell	\$213.57
PRIMARY	Electronic	9-2024	01/11/2024	Brenda A Griffith	\$1,969.99
PRIMARY	Electronic	10-2024	01/11/2024	Rhonda Grogg	\$118.20
PRIMARY	Electronic	11-2024	01/11/2024	Heather Husted	\$887.75
PRIMARY	Electronic	12-2024	01/11/2024	Donna Kohler	\$411.97
PRIMARY	Electronic	13-2024	01/11/2024	Lisa Lutes	\$461.51
PRIMARY	Electronic	14-2024	01/11/2024	Anna Minor	\$955.94
PRIMARY	Electronic	15-2024	01/11/2024	Jersey Moss	\$199.40
PRIMARY	Electronic	16-2024	01/11/2024	Tabatha R Peterson	\$123.67
PRIMARY	Electronic	17-2024	01/11/2024	Kendra Selby	\$628.84
PRIMARY	Electronic	18-2024	01/11/2024	Payton S Selby	\$254.24
PRIMARY	Electronic	19-2024	01/11/2024	Anne Tokos	\$32.20
PRIMARY	Electronic	20-2024	01/11/2024	Laken Underwood	\$888.51
PRIMARY	Electronic	21-2024	01/11/2024	Nicole Weber	\$1,243.42
PRIMARY	Electronic	23-2024	01/11/2024	Anna Minor	\$490.78
PRIMARY	Electronic	25-2024	01/12/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	26-2024	01/08/2024	AMAZON	\$6.99
PRIMARY	Electronic	27-2024	01/08/2024	copeco	\$467.95
PRIMARY	Electronic	28-2024	01/08/2024	RAY ELECTRIC	\$109.38
PRIMARY	Electronic	29-2024	01/08/2024	NATURESCAPES	\$110.00
PRIMARY	Electronic	32-2024	01/08/2024	INDEPENDENT ELEVATOR CO., INC.	\$220.00
PRIMARY	Electronic	33-2024	01/08/2024	RENTWEAR, INC.	\$63.69
PRIMARY	Electronic	34-2024	01/08/2024	MIDWEST TAPE	\$1,870.30
PRIMARY	Electronic	35-2024	01/08/2024	AMAZON	\$135.61
PRIMARY	Electronic	36-2024	01/18/2024	AMERICAN ELECTRIC POWER	\$1,659.40
PRIMARY	Electronic	37-2024	01/17/2024	COLUMBIA GAS OF OHIO	\$855.20
PRIMARY	Electronic	38-2024	01/08/2024	SAND ROCK MINERAL WATER CO.	\$17.50
PRIMARY	Electronic	39-2024	01/08/2024	ALLIED INFOTECH	\$60.00

**Cleared Payments**

Reconciled Date 1/31/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	41-2024	01/08/2024	WHITAKER-MYERS INSURANCE	\$168.00
PRIMARY	Electronic	42-2024	01/11/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$98.50
PRIMARY	Electronic	43-2024	01/11/2024	Kanopy Inc.	\$43.20
PRIMARY	Electronic	44-2024	01/15/2024	OHIO DEPARTMENT OF JOB & FAMILY SERVICES	\$2,009.99
PRIMARY	Electronic	45-2024	01/15/2024	FIRST COMMUNICATIONS	\$727.41
PRIMARY	Electronic	46-2024	01/15/2024	CLEAN - N - GREEN	\$85.00
PRIMARY	Electronic	47-2024	01/15/2024	House Cleaning Genie	\$151.32
PRIMARY	Electronic	48-2024	01/15/2024	AMAZON	\$657.48
PRIMARY	Electronic	49-2024	01/15/2024	PC CoPilot	\$860.00
PRIMARY	Electronic	50-2024	01/15/2024	PC CoPilot	\$1,450.00
PRIMARY	Electronic	51-2024	01/18/2024	THE REPOSITORY	\$35.00
PRIMARY	Electronic	52-2024	01/25/2024	Coral B Abel	\$145.61
PRIMARY	Electronic	53-2024	01/25/2024	Jennifer Baker	\$365.35
PRIMARY	Electronic	54-2024	01/25/2024	Sue E Barrick	\$317.56
PRIMARY	Electronic	55-2024	01/25/2024	Jennifer Bates	\$1,076.42
PRIMARY	Electronic	56-2024	01/25/2024	Eli Benzel	\$326.86
PRIMARY	Electronic	57-2024	01/25/2024	Dianne Ferrell	\$356.85
PRIMARY	Electronic	58-2024	01/25/2024	Brenda A Griffith	\$1,768.72
PRIMARY	Electronic	59-2024	01/25/2024	Rhonda Grogg	\$376.27
PRIMARY	Electronic	60-2024	01/25/2024	Heather Husted	\$638.42
PRIMARY	Electronic	61-2024	01/25/2024	Donna Kohler	\$409.10
PRIMARY	Electronic	62-2024	01/25/2024	Lisa Lutes	\$515.96
PRIMARY	Electronic	63-2024	01/25/2024	Jersey Moss	\$249.02
PRIMARY	Electronic	64-2024	01/25/2024	Tabatha R Peterson	\$197.82
PRIMARY	Electronic	65-2024	01/25/2024	Kendra Selby	\$631.72
PRIMARY	Electronic	66-2024	01/25/2024	Payton S Selby	\$40.91
PRIMARY	Electronic	67-2024	01/25/2024	Anne Tokos	\$144.51
PRIMARY	Electronic	68-2024	01/25/2024	Laken Underwood	\$891.98
PRIMARY	Electronic	69-2024	01/25/2024	Nicole Weber	\$1,001.16
PRIMARY	Electronic	71-2024	01/22/2024	Consumers Credit Card	\$230.88
PRIMARY	Electronic	72-2024	01/22/2024	STANDARD PLUMBING AND HEATING CO	\$32.75
PRIMARY	Electronic	73-2024	01/22/2024	21ST CENTURY ALARM	\$112.50
PRIMARY	Electronic	74-2024	01/22/2024	House Cleaning Genie	\$157.31
PRIMARY	Electronic	75-2024	01/22/2024	PC CoPilot	\$725.00

**Cleared Payments**

Reconciled Date 1/31/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	78-2024	01/26/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	79-2024	01/25/2024	TREASURER, STATE OF OHIO	\$4,150.68
PRIMARY	Electronic	80-2024	01/25/2024	Solid Waste And Recycling	\$120.00
PRIMARY	Electronic	81-2024	01/25/2024	FREE PRESS STANDARD	\$24.50
PRIMARY	Electronic	82-2024	01/25/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	84-2024	01/30/2024	Coral B Abel	\$13.41
PRIMARY	Electronic	85-2024	01/30/2024	Jennifer Baker	\$20.19
PRIMARY	Electronic	86-2024	01/30/2024	Sue E Barrick	\$27.63
PRIMARY	Electronic	87-2024	01/30/2024	Jennifer Bates	\$112.24
PRIMARY	Electronic	88-2024	01/30/2024	Eli Benzel	\$29.89
PRIMARY	Electronic	89-2024	01/30/2024	Dianne Ferrell	\$28.23
PRIMARY	Electronic	90-2024	01/30/2024	Rhonda Grogg	\$25.96
PRIMARY	Electronic	91-2024	01/30/2024	Donna Kohler	\$24.21
PRIMARY	Electronic	92-2024	01/30/2024	Lisa Lutes	\$25.24
PRIMARY	Electronic	93-2024	01/30/2024	Jersey Moss	\$24.86
PRIMARY	Electronic	94-2024	01/30/2024	Tabatha R Peterson	\$18.35
PRIMARY	Electronic	95-2024	01/30/2024	Kendra Selby	\$370.62
PRIMARY	Electronic	96-2024	01/30/2024	Payton S Selby	\$7.86
PRIMARY	Electronic	97-2024	01/30/2024	Anne Tokos	\$4.46
PRIMARY	Electronic	99-2024	01/30/2024	Nicole Weber	\$58.20
PRIMARY	Electronic	112-2024	01/16/2024	HUNTINGTON	\$5.00
PRIMARY	Electronic	113-2024	01/31/2024	CONSUMERS NATIONAL BANK	\$25.00
PRIMARY	Electronic	114-2024	01/31/2024	CONSUMERS NATIONAL BANK	\$20.00
PRIMARY	Electronic	139-2024	01/01/2024	CONSUMERS NATIONAL BANK	\$7.40
PRIMARY	Electronic	725-2023	11/16/2023	BRENDA GRIFFITH	\$137.20
PRIMARY	Electronic	762-2023	12/01/2023	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$345.00
PRIMARY	Electronic	815-2023	12/11/2023	Carrol Hills Industries	\$229.44
PRIMARY	Electronic	821-2023	12/20/2023	AMAZON	\$53.17
PRIMARY	Electronic	822-2023	12/20/2023	MINERVA AREA CHAMBER OF COMMERCE	\$120.00
PRIMARY	Electronic	845-2023	12/29/2023	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	846-2023	12/29/2023	Ohio Department of Taxation	\$513.77
PRIMARY	Electronic	847-2023	12/29/2023	RITA	\$384.60
PRIMARY	Electronic	850-2023	12/29/2023	STARK COUNTY SCHOOLS FLEX	\$230.00

**Cleared Payments**

Reconciled Date 1/31/2024

Posted 2/8/2024 4:09:17 PM

<u>Account</u>	<u>Type</u>	<u>Payment #</u>	<u>Post Date</u>	<u>Vendor / Payee</u>	<u>Amount</u>
				PLAN ACCOUNT	
PRIMARY	Electronic	851-2023	12/29/2023	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$2,940.88
PRIMARY	Electronic	853-2023	12/27/2023	Solid Waste And Recycling	\$120.00
PRIMARY	Electronic	854-2023	12/29/2023	House Cleaning Genie	\$139.19
Hunt. MM	Inv Transfer		01/16/2024	Transfer From Investment Hunt. MM	\$5.00
					<u>\$44,313.61</u>

**Cleared Receipts**

Reconciled Date 1/31/2024  
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Account	Type	Ticket #	Receipt #	Post Date	Source	Amount
PRIMARY	Standard		1-2024	01/04/2024	Daily Receipts-CNB Registers	\$24.00
PRIMARY	Standard		2-2024	01/08/2024	Daily Receipts-CNB Registers	\$58.25
PRIMARY	Standard		3-2024	01/11/2024	PAYPAL INC	\$10.12
PRIMARY	Standard		4-2024	01/11/2024	Daily Receipts-CNB Registers	\$7.68
PRIMARY	Standard		5-2024	01/11/2024	Daily Receipts-CNB Registers	\$45.60
PRIMARY	Standard		6-2024	01/11/2024	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,435.94
PRIMARY	Standard		11-2024	01/11/2024	CARROLL COUNTY AUDITOR'S OFFICE	\$12,142.17
PRIMARY	Standard		10-2024	01/12/2024	STARK COUNTY AUDITOR'S OFFICE	\$45,649.20
PRIMARY	Standard		7-2024	01/18/2024	Daily Receipts-CNB Registers	\$15.55
PRIMARY	Standard		8-2024	01/18/2024	Daily Receipts-CNB Registers	\$26.85
PRIMARY	Standard		9-2024	01/18/2024	Daily Receipts-CNB Registers	\$19.45
PRIMARY	Standard		12-2024	01/22/2024	Daily Receipts-CNB Registers	\$9.90
PRIMARY	Standard		13-2024	01/25/2024	Daily Receipts-CNB Registers	\$30.09
PRIMARY	Standard		14-2024	01/29/2024	Daily Receipts-CNB Registers	\$37.45
PRIMARY	Standard		15-2024	01/29/2024	Daily Receipts-CNB Registers	\$22.95
PRIMARY	Inv Transfer			01/16/2024	Transfer From Investment Hunt. MM	\$5.00
CD042517	Interest		19-2024	01/25/2024	CD042517	\$9.26
CD072716	Interest		18-2024	01/26/2024	CD072716	\$75.63
CD082817	Interest		20-2024	01/26/2024	CD082817	\$76.48
Hunt. MM	Interest		17-2024	01/31/2024	Hunt. MM	\$415.87
Money Mark	Interest		21-2024	01/31/2024	Money Mark	\$837.22
						\$60,954.66

**Fund Status**

As Of 1/31/2024

<b>Fund Number</b>	<b>Fund Name</b>	<b>% of Total Pooled</b>	<b>Fund Balance</b>	<b>Investments (Non-Pooled)</b>	<b>Checking &amp; Pooled Investments (Pooled)</b>
1000	General	43.841%	\$461,172.40	\$66,445.73	\$394,726.67
4001	Capital Projects	56.159%	\$580,642.04	\$75,013.46	\$505,628.58
<b>All Funds Total</b>			<b>\$1,041,814.44</b>	<b>\$141,459.19</b>	<b>\$900,355.25</b>
Pooled Investments					\$632,602.70
Secondary Checking Accounts					\$187.50
Available Primary Checking Balance					\$267,565.05

Last reconciled to bank: 01/31/2024 – Total other adjusting factors: \$0.00

**End**

**Minerva Public Library**

**January 2024  
Financial Reports**

**Submitted for January  
2024 Board Meeting**

## Director's Report—February, 2024

**Building and Grounds**— two grants were submitted through our Ohio elected officials for construction and repair of the library. The first grant requested was to repair the roof and parking lot at a total project cost is \$300,000. The second grant request was for a total project cost of \$2,375,000. The Senate is now working on their awarding with some disagreement with the House. The zoom meeting asked for requests that are one-time in nature, create or build something that will make a difference in a community. It is not to add funding to an existing project. They are not interested in repairing roofs, parking lots, elevators, HVAC or buildings in need of repair. There is a new form for the Senate that I submitted for the \$2,375,000 expansion project. The also suggested that the one request may have several phases since they will probably not award the full amount of the request. It is also suggested that we touch base with Senator Schuring and gain his support.

Dray Home Repair Co. repaired the rubber runners on the back staircase where the school classes enter. He also replaced our water fountain filter on the main floor. We have asked BJ to replace the piece of facia on the outside of the Fireside Reading Room that blew off.

Still waiting on the installation of the new copier from Visual Edge. They disconnected and removed the change box for updates to handle the new system. Both Brenda and Jennifer have attended zoom meetings on connecting the fax number to the new copier. The new copier service uses a cloud-based format. We expect the new copier to arrive within the next few weeks.

Johnson Controls inspected the carbon monoxide detectors because the current detectors batteries failed. Johnson Controls and the local fire department suggested we hardwire the new detector along with a battery back-up. They also indicated we need to add one to the Fireside Reading Room due to the gas fireplace along with the one in the furnace room. The current building is grandfathered from the current code so we are not required to hardwire the detectors on the existing building, though the current set-up does not meet code for a new building. The quote is for one CO detector in the Fireside Reading Room and one just outside the furnace room. This includes installation materials, sensors and installation charges. The quote is \$4,293.36.



SenSource out of Youngstown installed the door count mechanism providing web service capabilities called VIDX w/ VEA Cloud. Our door count has increased dramatically. Normally we had a count around 250 per day. Now we are counting around 350 per day on average.

From the previously approved 8 tables, 30 red stacking chairs 10 blue chairs with rolling casters from Library Design Associates Inc. totaling \$19,355 which includes delivery, installation, and labor, the delivery is scheduled to arrive mid-April.

Moved the shelving holding the visual items to the new designated areas with the help of FFA students and their teacher. We will be assessing if we need any additional reading chairs for this area.

### **Projects—**

The library was the host site for the State of the Village on Tuesday, January 2024. There were approximately 45 guests who attended including the new director from Stark Parks, Dan Moeglin. We provided coffee and the meeting space.

The local artist and elementary art teacher at Minerva Public School, Kaila Bigler will be painting a scene from the Giving Tree as well as characters from other books on the stairwell wall going down to the lower level. Students from the school will also be assisting with this project. Kaila secured funding for this project so our expense will be actual costs for supplies.

### **Meetings—**

The library was the host site for the State of the Village on Tuesday, January 2024. There were approximately 45 guests who attended including the new director from Stark Parks, Dan Moeglin. We provided coffee and the meeting space.

Brenda attended the monthly Minerva Chamber meeting on Wednesday, Feb 21<sup>st</sup> at the Minerva Administrative building.

Brenda attended the Minerva Chamber sponsored event recognizing Minerva Community Association 2024 NOACC Bright Star Award on Thursday, Feb 22<sup>nd</sup> at John's Bakery & Café.

We are hosting a Medicare 101 Presentation on Monday, March 11, 2024 at 6:00 pm in the Community Room. The presenter is Jay Culler.

Brenda attended the Statehouse Update on the One Time Strategic Community Investment Grant hosted by OLC via zoom on Tuesday, February 20<sup>th</sup>.

### **Youth—**

The January side door count for students from the Minerva School was 1,860. Study rooms was utilized on the lower level 80 times. We provided 25 Teacher book collections to the Minerva Schools. The computers were signed out for use 389 times in January. The sensory room had 385 children using it in January. The Storytime class met 3 times in January for a total of 80 children attending. Book Beginnings met 3 times in January for a total of 90 children attending in January. The Community Game/Video room had 280 children in attendance in January. We had one family night craft with 35 in attendance.

Held our **Life-size Candyland** event on Friday and Saturday, February 9<sup>th</sup> and 10<sup>th</sup> on the lower level with many employees portraying a character from the game Candyland. Approximately 300 students played the life-size game while their parents observed and enjoyed hot chocolate. Approximate total attendance for the game including parents was 450. The last time the game was played the student attendance was 138.

### **Adults—**

The in-person adult craft class held on the second Tuesday of each month for November had 11 adults, December had 12 adults attending, January had 8 and February grew to 12 adults. Registration is required.

The Take It and Make It craft which has been offered for several years always has the maximum allowed. It varies from 20 to 30 craft kits based on supplies. We always max out the number of kits we have to pass out. Registration is required.

### **Library—**

We will host a sip and paint night with the Minerva High School Art teacher, Jan Clark on April 18<sup>th</sup>. There will be a small fee to cover some of the cost and we are planning on serving snacks, hot chocolate, coffee or tea. There was a request for wine, but I believe that only Friends of the Library can purchase or serve wine/alcohol on public property.

I have registered and we will once again be handing out seeds for summer gardening & flower projects from StarkFresh, Tom Phillips is the Executive Director.