

**Minerva Public Library  
Board of Trustees Meeting Agenda  
October 24<sup>th</sup>, 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 \_\_\_\_\_

Director: Jason Bumbico \_\_\_\_\_

Interim Director/ Fiscal Officer: Heather Husted \_\_\_\_\_

**Call to Order:**

**Adjustments to the Agenda:**

**Public Participation:**

**Minutes:** Approve the minutes from the September 26<sup>th</sup>, Regular Board of Trustees meeting and September 26<sup>th</sup>, Records Commission meeting.

**Ongoing Business:**

**Dolly Parton Imagination Library of Ohio Update** –We currently have 280 children registered under Minerva library.

**Fiscal Officer’s Report:**

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

**Current Revenue:**

**PLF Distribution:** The September 2024 PLF receipts are \$74,262.05, 4.0% less than the \$76,798.25 received in September 2023. The PLF funding is behind about 2% from the budget.

**2024 General Revenue Net Operating Position**

September Revenue	= \$ 76,310.90	Total Annual Revenue	= \$ 625,693.79
September Expense	= \$ 44,840.93	Total Annual Expenses	= \$ 614,157.42
Difference	\$ 31,469.97		\$11,536.37

**Operating Fund Expenses as Percentage of Appropriation on September 30<sup>th</sup>, 2024**

2024 Appropriation Current	2024 Expenses	As Percentage
\$1,071,706.00	\$614,157.42	57.307%

**Deputy Fiscal Officer Discussion:** wait and decide this at a future meeting.

**New Business**

**Hours on Halloween:** Halloween falls on a Thursday this year, which we are scheduled to be open till 8:00. There are many events in town that evening, starting with Trick or Treat at 4:30.

**Approve Resolution 24-10-01:** to close the library at 4:00 on Thursday October 31<sup>st</sup>, 2024.

**General Maintenance:** The library no longer has the staff with skills of general maintenance and which has caused an increase in account #1000-210-452-0000, Property Maintenance/ Repair Supplies & Parts. Contingencies currently has \$13,956.50 remaining.

**Approve Resolution 24-10-02:** to move \$2,956.50 from Contingencies account #1000-930-930-0000 to Property Maintenance/ Repair Supplies & Parts account #1000-210-452-0000.

**Black Friday Closing:** It appears the library has been closed the day after Thanksgiving for the last few years, likely due to it being difficult to staff.

**Approve Resolution 24-10-03:** to close the library on November 22<sup>nd</sup>.

**CD Renewal Discussion:**

**Approve Resolution 24-10-04:** to renew the two CDs from Consumers National Bank that will be maturing in October for \_\_\_\_\_ months at the current rate.

**Library Cleaning Discussion:** Keeping up with the necessary cleaning appears it can take up to 25 staffing hours a week. Money may need moved to Service Worker account in the future from Non-professionals/ Substitutes, but it will not cause staffing hours to increase since Rhonda and Trista will have less hours at the circulation desks.

**Elevator Update Discussion:**

**Hiring Director/ Ending Interim Director Position Discussion:**

**Approve Resolution 24-10-05:** to hire Jason Bumbico as the Director of the Minerva Public Library at the salary and under the conditions stated in the employment agreement, from October 21, 2024 through the January, 2026 Organizational Meeting.

**Correspondence:**

**Director’s Report:**

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

Total circulation was **17,405**, **10.35%** below the September 2023 total circulation. Inhouse circulation was **12,944** in September 2024, down **16.01%** from September 2023. The door count was **6,334**, down **7.51%** from September 2023.

**Accept Financial Gifts—September 2024**

Restricted Individual Contributions:	\$0.00
Unrestricted Individual Contributions to the General Fund:	\$ 17.80
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Total Restricted and Unrestricted	\$17.80
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<b>In-kind Gifts for September 2024</b>	<b>15 Books donated</b>
	<b>1 DVD</b>

**Motion to Adjourn:**

The next Regular Board Meeting will be held on November 21<sup>st</sup>, 2024 at 6:30 pm in the Board Room.

**Minerva Public Library  
Board of Trustees Records Commission Meeting Agenda**

**September 26th, 2024 at 6:25 pm, Board Room**

**Attendance:**

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

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

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

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

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

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

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

Interim Director/ Fiscal Officer: Heather Husted \_\_\_ X \_\_\_

**Disposition of Records Discussion:** there are no records requested to be removed at this time.

**Motion to Adjourn:**

Ruff – 1<sup>st</sup>

Repella – 2<sup>nd</sup>

**Minerva Public Library  
Board of Trustees Meeting Agenda  
September 26th, 2024 at 6:30 pm, Board Room**

**Attendance:**

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

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

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

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

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

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

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

Interim Director/ Fiscal Officer: Heather Husted \_\_\_\_\_ X \_\_\_\_\_

**Call to Order:** 6:26 pm

**Adjustments to the Agenda:**

**Public Participation:** *None*

**Minutes:** Approve the minutes from the August 22nd, Regular Board of Trustees meeting and September 18<sup>th</sup>, Special Board of Trustees meeting.

Milano – 1<sup>st</sup>

Rutledge – 2<sup>nd</sup>

**Ongoing Business:**

**Dolly Parton Imagination Library of Ohio Update** – We currently have 278 children registered under Minerva library.

**Fiscal Officer's Report:**

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

Repella – 1<sup>st</sup>

Ruff – 2<sup>nd</sup>

**Current Revenue:**

**PLF Distribution:** The August 2024 PLF receipts are \$61,134.21, 0.2% more than the \$60,989.16 received in August 2023. The PLF funding is behind about 2% from the budget.

**2024 General Revenue Net Operating Position**

August Revenue	= \$ 67,209.20	Total Annual Revenue	= \$ 549,382.89
August Expense	= \$ 43,413.85	Total Annual Expenses	= \$ 569,316.49
Difference	\$ 23,795.35		(\$ 19,933.60)

\*Roof was replaced for about \$60,000\*

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

<u>2024 Appropriation Current</u>	<u>2024 Expenses</u>	<u>As Percentage</u>
\$1,071,706.00	\$569,316.49	53.122%

**New Business**

**Audit/ Wages:** the auditor requires that proof of wage rates be provided during an audit from the board minutes. The easiest way to do that is to list employees with their approved wages. Attached is a report of all wages and raise resolutions for 2024.

**Approve Resolution 24-09-01:** to approve the 2024 wage raise report.

Ruff – 1<sup>st</sup>  
Repella – 2<sup>nd</sup>

**Part Time Status Jen Baker:** Jen Baker will be available again to work 20 hours a week, making her eligible for part time status and benefits.

**Approve Resolution 24-09-02:** to approve Jen Baker to part time with the pay period starting September 30<sup>th</sup>.

Repella – 1<sup>st</sup>  
Milano – 2<sup>nd</sup>

**Hiring Substitutes:** we have interviewed candidates for substitute positions and recommend the hiring of Trista Howe and Rachael Carmine. Trista has experience cleaning the library and the extra cleaning hours would be beneficial to the library.

**Approve Resolution 24-09-03:** to hire Rachael Carmine as a substitute at a rate of \$12.00 per hour.

Rutledge – 1<sup>st</sup>  
Repella – 2<sup>nd</sup>

**Approve Resolution 24-09-04:** to hire Trista Howe as a substitute at a rate of \$12.00 per hour and a service worker rate of \$13.75.

Rutledge – 1<sup>st</sup>  
Repella – 2<sup>nd</sup>

**Landscape Improvement Discussion:** talked with Russ Thorn about cleaning up some landscape that is blocking the windows and he provided a quote with additional items he recommends. He also recommended we contact Mike’s Tree and Landscape, LLC about cleaning up the large tree outside the staff entrance.

**Approve Resolution 24-09-05:** to approve up to \$1,750.00 for Mike’s Tree & Landscape, LLC to clean up the Oak tree between the staff entrance and parking lot.

Ruff - 1<sup>st</sup>  
Repella – 2<sup>nd</sup>

**Approve Resolution 24-09-06:** to approve up to \$3,250.00 for Down to Earth Lawn and Landscaping LLC to make landscape improvements.

Rutledge – 1<sup>st</sup>  
Milano – 2<sup>nd</sup>

**Director Candidate Travel Reimbursement:** during the last director search candidates traveling from out of town were reimbursed for their hotel and mileage at the federal rate.

**Approve Resolution 24-09-07:** to pay Jason Bumbico for mileage for his travel to the Minerva Public library on September 18<sup>th</sup>, 2024 at the federal mileage rate.



Repella – 1<sup>st</sup>  
Milano – 2<sup>nd</sup>

**Contingency:** we have some appropriation accounts that are running low and recommend moving some money now from contingency (\$19,456.50) before they run out.

**Approve Resolution 24-09-08:** To move from Contingencies #1000-930-930-0000

- \$1,000.00 Programming #1000-110-450-0015
- \$2,000.00 Downloadable Content #1000-120-413-1007
- \$1,000.00 Rents and Leases #1000-230-351-0000
- \$1000.00 Office Supplies #1000-230-451-0007
- \$500.00 Travel & Meeting Expense #1000-230-312-0000

Rutledge – 1<sup>st</sup>  
Repella – 2<sup>nd</sup>

**Books Sale Discussion:** recommend having the book sale in the Fireside Reading Room from October 19<sup>th</sup> to 26<sup>th</sup> with half of the proceeds continuing to go to Stark County Library for the Dolly Parton’s Imagination Library of Ohio.

**Deputy Fiscal Officer Discussion:** fiscal officer will gather more information and discuss at next meeting.

**Director Search Discussion:** start date (October 21) and contract will be sent to Stark County Prosecutor for review.

**Approve Resolution 24-09-09:** To approve Independent Elevator to replace elevator seal for \$2,400.

**Personnel Discussion:** staff communicated concerns to personnel committee, general discussion.

Rutledge – 1<sup>st</sup>  
Repella – 2<sup>nd</sup>

**Correspondence:**

**Director’s Report:**

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

Total circulation was **16,218**, **6.91%** below the August 2023 total circulation. Inhouse circulation was **11,927** in July 2024, down **11.46%** from August 2023. The door count was **3,629**, down **4.52%** from August 2023.

**Accept Financial Gifts—August 2024**

Restricted Individual Contributions:	\$0.00
Unrestricted Individual Contributions to the General Fund:	\$ 23.77
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Total Restricted and Unrestricted	\$23.77
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**In-kind Gifts for August 2024** **94** Books donated

**Motion to Adjourn:** 7:12 pm

Milano – 1<sup>st</sup>  
Repella – 2<sup>nd</sup>

The next Regular Board Meeting will be held on October 24th, 2024 at 6:30 pm in the Board Room.

## Fiscal Officer's Report October 2024

1. Bank Reconciliation
  - a. Adjustment for \$1.00 entry error
2. Revenue Receipt Register
  - a. \$1,557.41 of interest earned in September
3. Appropriation Payment Register
  - a. Programming Supplies \$91.88
  - b. Book purchases \$4,557.81
  - c. Downloadable Content \$1,559.3
  - d. Auditing Services \$852.80 (partial payment)
  - e. Furniture and Equipment \$626.92 (Items to upgrade Wednesday Story Time)
4. Revenue Status (YTD 75%)
  - a. PLF is slightly behind in all three counties (72.98%)
  - b. Overall Revenue Status 70.337%
5. Appropriation Status (YTD 75%)
  - a. Administrative Salaries are at 81%
  - b. Programming 76%
  - c. Adult Books 53%
  - d. Youth Books 73%
  - e. Downloadable Content 74%
  - f. Property Maintenance/ Repair Supplies & Parts 76%
  - g. Rents and Leases 76%
  - h. Overall Appropriation Status is 57%
6. Banking
  - a. Consumers CD with \$22,866.09, rate of 4.64% has a maturity date of 10/27/24
  - b. Consumers CD with \$23,123.31, rate of 4.64% has a maturity date of 10/28/24

**Appropriation Payment Register**

September 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}						
791-2024	EP	09/05/2024	09/03/2024	Heather Husted	\$1,367.91	C
841-2024	EP	09/19/2024	09/16/2024	Heather Husted	981.50	C
875-2024	EW	09/19/2024	09/19/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	50.00	C
872-2024	EW	09/20/2024	09/19/2024	Ohio Department of Taxation	55.08	C
873-2024	EW	09/20/2024	09/19/2024	RITA	43.86	C
874-2024	EW	09/20/2024	09/19/2024	EFTPS	208.64	C
Account Total:					<u>\$2,706.99</u>	
Account Code: 1000-110-110-0003 Salaries{NON-PROFESSIONALS}						
787-2024	EP	09/05/2024	09/03/2024	Sue E Barrick	\$441.71	C
788-2024	EP	09/05/2024	09/03/2024	Jennifer Bates	1,513.28	C
790-2024	EP	09/05/2024	09/03/2024	Rhonda Grogg	487.79	C
792-2024	EP	09/05/2024	09/03/2024	Donna Kohler	623.60	C
793-2024	EP	09/05/2024	09/03/2024	Lisa Lutes	690.60	C
794-2024	EP	09/05/2024	09/03/2024	Jersey Moss	589.69	C
795-2024	EP	09/05/2024	09/03/2024	Kendra Selby	922.84	C
798-2024	EP	09/05/2024	09/03/2024	Laken Underwood	1,057.45	C
799-2024	EP	09/05/2024	09/03/2024	Nicole Weber	1,405.05	C
801-2024	EW	09/06/2024	09/03/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	V
801-2024	EW	09/18/2024	09/18/2024	OHIO PUBLIC EMPLOYEES DEFERRED	-40.00	V
7023	WH	09/18/2024	09/18/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C
837-2024	EP	09/19/2024	09/16/2024	Sue E Barrick	484.32	C
838-2024	EP	09/19/2024	09/16/2024	Jennifer Bates	1,267.10	C
840-2024	EP	09/19/2024	09/16/2024	Rhonda Grogg	477.11	C
842-2024	EP	09/19/2024	09/16/2024	Donna Kohler	664.74	C
843-2024	EP	09/19/2024	09/16/2024	Lisa Lutes	769.94	C
844-2024	EP	09/19/2024	09/16/2024	Jersey Moss	494.98	C
845-2024	EP	09/19/2024	09/16/2024	Kendra Selby	922.84	C
847-2024	EP	09/19/2024	09/16/2024	Laken Underwood	1,057.46	C
848-2024	EP	09/19/2024	09/16/2024	Nicole Weber	1,158.87	C
875-2024	EW	09/19/2024	09/19/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	100.00	C
871-2024	EW	09/20/2024	09/19/2024	OHIO PUBLIC EMPLOYEES DEFERRED	40.00	C
872-2024	EW	09/20/2024	09/19/2024	Ohio Department of Taxation	327.03	C
873-2024	EW	09/20/2024	09/19/2024	RITA	282.54	C
874-2024	EW	09/20/2024	09/19/2024	EFTPS	1,189.28	C
876-2024	CH	09/20/2024	09/20/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERN	626.52	C
877-2024	EW	09/26/2024	09/26/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	83.60	O
Account Total:					<u>\$17,718.34</u>	
Account Code: 1000-110-110-0004 Salaries{SUBSTITUTES}						

**Appropriation Payment Register**

September 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
786-2024	EP	09/05/2024	09/03/2024	Jennifer Baker	\$139.61	C
789-2024	EP	09/05/2024	09/03/2024	Eli Benzel	388.88	C
796-2024	EP	09/05/2024	09/03/2024	Payton S Selby	162.37	C
797-2024	EP	09/05/2024	09/03/2024	Anne Tokos	170.52	C
836-2024	EP	09/19/2024	09/16/2024	Jennifer Baker	220.73	C
839-2024	EP	09/19/2024	09/16/2024	Eli Benzel	447.53	C
846-2024	EP	09/19/2024	09/16/2024	Payton S Selby	184.02	C
872-2024	EW	09/20/2024	09/19/2024	Ohio Department of Taxation	11.13	C
873-2024	EW	09/20/2024	09/19/2024	RITA	29.80	C
874-2024	EW	09/20/2024	09/19/2024	EFTPS	28.80	C
877-2024	EW	09/26/2024	09/26/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	47.34	O
Account Total:					<u>\$1,830.73</u>	
Account Code: 1000-110-110-0005 Salaries{SERVICE WORKERS}						
790-2024	EP	09/05/2024	09/03/2024	Rhonda Grogg	\$193.90	C
840-2024	EP	09/19/2024	09/16/2024	Rhonda Grogg	199.97	C
872-2024	EW	09/20/2024	09/19/2024	Ohio Department of Taxation	5.88	C
873-2024	EW	09/20/2024	09/19/2024	RITA	6.89	C
874-2024	EW	09/20/2024	09/19/2024	EFTPS	6.66	C
Account Total:					<u>\$413.30</u>	
Account Code: 1000-110-213-0000 Medicare						
874-2024	EW	09/20/2024	09/19/2024	EFTPS	\$351.03	C
Account Total:					<u>\$351.03</u>	
Account Code: 1000-110-221-0000 Medical / Hospitalization Insurance						
876-2024	CH	09/20/2024	09/20/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENT	\$1,435.34	C
Account Total:					<u>\$1,435.34</u>	
Account Code: 1000-110-222-0000 Life Insurance						
876-2024	CH	09/20/2024	09/20/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENT	\$37.50	C
Account Total:					<u>\$37.50</u>	
Account Code: 1000-110-450-0015 Supplies{PROGRAMING SUPPLIES}						
814-2024	CH	09/03/2024	09/03/2024	AMAZON	\$7.79	C
824-2024	CH	09/12/2024	09/12/2024	KISHMAN'S IGA	12.12	C
835-2024	CH	09/12/2024	09/12/2024	Consumers Credit Card	39.50	C
862-2024	CH	09/18/2024	09/18/2024	AMAZON	32.47	C
Account Total:					<u>\$91.88</u>	
Account Code: 1000-120-411-1000 Books and Pamphlets{ADULT DEPT. BOOKS}						
812-2024	CH	09/03/2024	09/03/2024	AMAZON	\$111.11	C
819-2024	CH	09/12/2024	09/12/2024	BAKER & TAYLOR BOOKS	361.59	C
830-2024	CH	09/12/2024	09/12/2024	AMAZON	186.66	C

**Appropriation Payment Register**

September 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
832-2024	CH	09/12/2024	09/12/2024	AMAZON	453.44	C
859-2024	CH	09/18/2024	09/18/2024	AMAZON	22.93	C
860-2024	CH	09/18/2024	09/18/2024	AMAZON	42.24	C
863-2024	CH	09/18/2024	09/18/2024	AMAZON	131.58	C
867-2024	CH	09/18/2024	09/18/2024	AMAZON	314.99	C
904-2024	CH	09/30/2024	09/30/2024	CENTER POINT LARGE PRINT	516.07	O
906-2024	CH	09/30/2024	09/30/2024	AMAZON	231.87	O
910-2024	CH	09/30/2024	09/30/2024	AMAZON	15.00	O
Account Total:					<u>\$2,387.48</u>	

Account Code: 1000-120-411-2000 Books and Pamphlets{YOUTH DEPT. BOOKS}

811-2024	CH	09/03/2024	09/03/2024	AMAZON	\$16.99	C
819-2024	CH	09/12/2024	09/12/2024	BAKER & TAYLOR BOOKS	88.72	C
826-2024	CH	09/12/2024	09/12/2024	AMAZON	10.99	C
827-2024	CH	09/12/2024	09/12/2024	AMAZON	291.05	C
829-2024	CH	09/12/2024	09/12/2024	AMAZON	443.71	C
831-2024	CH	09/12/2024	09/12/2024	AMAZON	19.48	C
850-2024	CH	09/18/2024	09/18/2024	BOOK FARM	98.75	O
854-2024	CH	09/18/2024	09/18/2024	AMAZON	105.40	C
855-2024	CH	09/18/2024	09/18/2024	AMAZON	52.19	C
856-2024	CH	09/18/2024	09/18/2024	AMAZON	139.65	C
857-2024	CH	09/18/2024	09/18/2024	AMAZON	121.83	C
858-2024	CH	09/18/2024	09/18/2024	AMAZON	7.99	C
861-2024	CH	09/18/2024	09/18/2024	AMAZON	9.99	C
869-2024	CH	09/18/2024	09/18/2024	AMAZON	260.13	C
880-2024	CH	09/26/2024	09/26/2024	AMAZON	112.63	O
881-2024	CH	09/26/2024	09/26/2024	AMAZON	100.92	O
905-2024	CH	09/30/2024	09/30/2024	AMAZON	120.74	O
908-2024	CH	09/30/2024	09/30/2024	AMAZON	103.46	O
912-2024	CH	09/30/2024	09/30/2024	AMAZON	65.71	O
Account Total:					<u>\$2,170.33</u>	

Account Code: 1000-120-413-1006 Audiovisual Materials{Audiovisual Materials ADULT}

810-2024	CH	09/03/2024	09/03/2024	AMAZON	\$17.95	C
825-2024	CH	09/12/2024	09/12/2024	AMAZON	62.40	C
864-2024	CH	09/18/2024	09/18/2024	AMAZON	35.95	C
865-2024	CH	09/18/2024	09/18/2024	AMAZON	36.18	C
878-2024	CH	09/26/2024	09/26/2024	AMAZON	44.18	O
903-2024	CH	09/30/2024	09/30/2024	BLACKSTONE AUDIOBOOKS	108.88	O
907-2024	CH	09/30/2024	09/30/2024	AMAZON	52.34	O
Account Total:					<u>\$357.88</u>	

**Appropriation Payment Register**

September 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
Account Code: 1000-120-413-1007 Audiovisual Materials{DOWNLOADABLE CONTENT}						
818-2024	CH	09/12/2024	09/12/2024	MIDWEST TAPE	\$1,559.39	C
					Account Total:	\$1,559.39
Account Code: 1000-120-413-2006 Audiovisual Materials{Audiovisual Materials YOUTH}						
809-2024	CH	09/03/2024	09/03/2024	AMAZON	\$22.99	C
868-2024	CH	09/18/2024	09/18/2024	AMAZON	9.19	C
					Account Total:	\$32.18
Account Code: 1000-120-459-0008 Other - Supplies{CATALOGING & PROCESSING SUPPL.}						
835-2024	CH	09/12/2024	09/12/2024	Consumers Credit Card	\$188.28	C
					Account Total:	\$188.28
Account Code: 1000-210-321-0000 Telephone						
834-2024	CH	09/12/2024	09/12/2024	FIRST COMMUNICATIONS	\$670.93	C
					Account Total:	\$670.93
Account Code: 1000-210-332-0000 Maintenance and Repair on Equipment						
816-2024	CH	09/12/2024	09/12/2024	INDEPENDENT ELEVATOR CO., INC.	\$231.00	C
822-2024	CH	09/12/2024	09/12/2024	Johnson Controls Fire Protections LP	420.00	C
823-2024	CH	09/12/2024	09/12/2024	STANDARD PLUMBING AND HEATING CO	1,707.50	C
853-2024	CH	09/18/2024	09/18/2024	PC CoPilot	725.00	C
884-2024	CH	09/26/2024	09/26/2024	PC CoPilot	600.00	O
					Account Total:	\$3,683.50
Account Code: 1000-210-334-0000 Trash Removal						
882-2024	CH	09/26/2024	09/26/2024	Solid Waste And Recycling	\$120.00	O
					Account Total:	\$120.00
Account Code: 1000-210-339-0000 Other - Property Maint. Repair & Security Svc						
815-2024	CH	09/03/2024	09/03/2024	CLEAN - N - GREEN	\$85.00	C
821-2024	CH	09/12/2024	09/12/2024	LOVELESS EXTERMINATING	120.00	O
851-2024	CH	09/18/2024	09/18/2024	UNIFIRST	91.16	C
886-2024	CH	09/26/2024	09/26/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	209.00	O
					Account Total:	\$505.16
Account Code: 1000-210-361-0000 Electricity						
764-2024	CH	09/16/2024	08/19/2024	AMERICAN ELECTRIC POWER	\$1,918.28	C
887-2024	CH	09/26/2024	09/26/2024	AMERICAN ELECTRIC POWER	1,871.60	O
					Account Total:	\$3,789.88
Account Code: 1000-210-362-0000 Water and Sewage						
833-2024	CH	09/12/2024	09/12/2024	WATER AND SEWER DEPT.	\$142.28	C
					Account Total:	\$142.28
Account Code: 1000-210-363-0000 Natural Gas						

**Appropriation Payment Register**

September 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
808-2024	CH	09/13/2024	09/03/2024	COLUMBIA GAS OF OHIO	\$376.40	C
Account Total:					<u>\$376.40</u>	
Account Code: 1000-210-452-0000 Property Maintenance/Repair Supplies & Parts						
813-2024	CH	09/03/2024	09/03/2024	AMAZON	\$46.78	C
817-2024	CH	09/12/2024	09/12/2024	SAND ROCK MINERAL WATER CO.	25.00	C
835-2024	CH	09/12/2024	09/12/2024	Consumers Credit Card	231.89	C
866-2024	CH	09/18/2024	09/18/2024	AMAZON	62.89	C
909-2024	CH	09/30/2024	09/30/2024	AMAZON	29.71	O
Account Total:					<u>\$396.27</u>	
Account Code: 1000-230-329-0000 Other - Communications,Printing and Publicity						
835-2024	CH	09/12/2024	09/12/2024	Consumers Credit Card	\$12.00	C
Account Total:					<u>\$12.00</u>	
Account Code: 1000-230-351-0000 Rents and Leases						
806-2024	CH	09/03/2024	09/03/2024	copeco	\$411.50	C
852-2024	CH	09/18/2024	09/18/2024	copeco	115.10	C
885-2024	CH	09/26/2024	09/26/2024	copeco	411.50	C
Account Total:					<u>\$938.10</u>	
Account Code: 1000-230-371-0000 Auditing Services						
807-2024	CH	09/03/2024	09/03/2024	TREASURER, STATE OF OHIO	\$852.80	C
Account Total:					<u>\$852.80</u>	
Account Code: 1000-230-372-0000 Uniform Accounting Network Fees						
807-2024	CH	09/03/2024	09/03/2024	TREASURER, STATE OF OHIO	\$762.00	C
Account Total:					<u>\$762.00</u>	
Account Code: 1000-230-390-0000 Other - Purchased and Contracted Services						
820-2024	CH	09/12/2024	09/12/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$108.35	C
883-2024	CH	09/26/2024	09/26/2024	UNIQUE MANAGEMENT SERVICES, INC.	78.80	O
Account Total:					<u>\$187.15</u>	
Account Code: 1000-230-451-0007 General Administrative Supplies(OFFICE SUPPLIES)						
918-2024	CH	09/01/2024	10/03/2024	CONSUMERS NATIONAL BANK	\$7.13	C
835-2024	CH	09/12/2024	09/12/2024	Consumers Credit Card	5.00	C
870-2024	CH	09/19/2024	09/19/2024	AMAZON	20.62	C
911-2024	CH	09/30/2024	09/30/2024	AMAZON	27.90	O
915-2024	CH	09/30/2024	10/03/2024	CONSUMERS NATIONAL BANK	30.00	C
916-2024	CH	09/30/2024	10/03/2024	CONSUMERS NATIONAL BANK	25.00	C
917-2024	CH	09/30/2024	10/03/2024	HUNTINGTON	5.00	C
Account Total:					<u>\$120.65</u>	
Account Code: 1000-230-454-0000 Supplies Purchased for Resale						
879-2024	CH	09/26/2024	09/26/2024	AMAZON	\$48.29	O



**Appropriation Payment Register**

September 2024

Payment or Receipt #	Payment or Receipt Type	Post Date	Transaction Date	Vendor / Payee	Amount	Status
					Account Total:	\$48.29
Account Code:	1000-230-590-0511	Other - Other{Information Technology}				
835-2024	CH	09/12/2024	09/12/2024	Consumers Credit Card	\$327.95	C
					Account Total:	\$327.95
Account Code:	4001-760-750-0000	Furniture and Equipment				
828-2024	CH	09/12/2024	09/12/2024	AMAZON	\$626.92	C
					Account Total:	\$626.92
					Report Total:	\$44,840.93

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

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

By Fund  
As Of 9/30/2024

Fund: General  
Pooled Balance: \$470,182.17  
Non-Pooled Balance: \$67,877.83  
Total Cash Balance: \$538,060.00

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	\$267.44	\$80,562.37	\$18,370.19	81.212%
1000-110-110-0002	D Salaries(MANAGERS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-110-0003	D Salaries(NON-PROFESSIONALS)	\$0.00	\$0.00	\$262,200.00	\$1,902.03	\$160,517.98	\$99,779.99	61.220%
1000-110-110-0004	D Salaries(SUBSTITUTES)	\$0.00	\$0.00	\$41,000.00	\$203.43	\$26,861.55	\$13,935.02	65.516%
1000-110-110-0005	D Salaries(SERVICE WORKERS)	\$0.00	\$0.00	\$8,000.00	\$45.93	\$2,804.06	\$5,150.01	35.051%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$55,000.00	\$0.00	\$30,757.58	\$24,242.42	55.923%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$6,000.00	\$0.00	\$3,830.79	\$2,169.21	63.847%
1000-110-221-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$50,000.00	\$7,887.30	\$12,112.70	\$30,000.00	24.225%
1000-110-222-0000	Life Insurance	\$0.00	\$0.00	\$1,000.00	\$112.50	\$337.50	\$550.00	33.750%
1000-110-223-0000	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-224-0000	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$1,370.00	\$750.00	\$304.00	\$316.00	22.190%
1000-110-291-0000	D Unemployment Benefits	\$0.00	\$0.00	\$6,000.00	\$0.00	\$2,009.99	\$3,990.01	33.500%
1000-110-300-2017	Purchased and Contracted Services(RESTRI DOLLY PARTON LIBRA)	\$0.00	\$0.00	\$1,000.00	\$418.95	\$581.05	\$0.00	58.105%
1000-110-300-2019	Purchased and Contracted Services(Mental Health FA grant pr)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-380-0000	Library Material Control Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-380-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$243.50	\$0.00	\$243.50	\$0.00	100.000%
1000-110-390-0000	Other - Purchased and Contracted Services(Grunder Fund)	\$0.00	\$0.00	\$2,165.00	\$0.00	\$0.00	\$2,165.00	0.000%
1000-110-390-0391	Other - Purchased and Contracted Services(Powell Fund)	\$0.00	\$0.00	\$2,301.00	\$0.00	\$290.00	\$2,011.00	12.603%
1000-110-390-0392	Supplies(PROGRAMMING SUPPLIES)	\$0.00	\$0.00	\$9,000.00	\$1,025.90	\$6,908.78	\$1,065.32	76.764%
1000-110-450-0015	Supplies>Youth Anonymous Donation 1/22)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-450-2023	General Administrative Supplies(OFFICE SUPPLIES)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-110-451-0007	D Salaries(NON-PROFESSIONALS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-110-0003	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-211-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-213-0000	Medical / Hospitalization Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-221-0000	Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-222-0000	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-223-0000	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-224-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-225-0000	D Books and Pamphlets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-411-0000	Books and Pamphlets(Adult Books-Moser)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-411-0109	Books and Pamphlets(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	\$5,133.28	\$12,866.72	\$6,000.00	53.611%
1000-120-411-2000	Books and Pamphlets(YOUTH DEPT. BOOKS)	\$0.00	\$0.00	\$20,000.00	\$4,259.13	\$14,740.87	\$1,000.00	73.704%
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	\$131.40	\$5,003.80	\$1,864.80	71.463%

Report reflects selected information.

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

10/3/2024 5:18:13 PM  
 UAN v2024.2

As Of 9/30/2024

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	\$3,783.91	\$1,216.09	\$0.00	24.322%
1000-120-413-1007	Audiovisual Materials(DOWNLOADABLE CONTENT)	\$0.00	\$0.00	\$30,000.00	\$2,722.57	\$22,277.43	\$5,000.00	74.258%
1000-120-413-2004	Audiovisual Materials(YOUTH CDs)	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
1000-120-413-2006	Audiovisual Materials(Audiovisual Materials YOUTH)	\$0.00	\$0.00	\$5,000.00	\$2,176.10	\$411.89	\$2,412.01	8.238%
1000-120-414-0000	Computer Services and Information	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-415-0000	Interlibrary Loan Fees / Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-416-0000	Library Material Repair and Restoration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-419-0000	Other - Library Materials and Information	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-459-0008	Other - Supplies(CATALOGING & PROCESSING SUPPL.)	\$0.00	\$0.00	\$3,500.00	\$1,377.11	\$2,122.89	\$1,000.00	60.654%
1000-210-110-0005	D Salaries(SERVICE WORKERS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-321-0000	Telephone	\$0.00	\$0.00	\$9,000.00	\$2,749.66	\$6,250.34	\$0.00	69.448%
1000-210-332-0000	Maintenance and Repair on Equipment	\$0.00	\$0.00	\$46,250.00	\$15,958.55	\$30,291.45	\$0.00	65.495%
1000-210-334-0000	Trash Removal	\$0.00	\$0.00	\$1,650.00	\$160.00	\$1,140.00	\$350.00	69.091%
1000-210-339-0000	Other - Property Maint. Repair & Security Svc	\$0.00	\$0.00	\$35,950.00	\$13,621.27	\$10,578.73	\$11,750.00	29.426%
1000-210-361-0000	Electricity	\$0.00	\$0.00	\$25,000.00	\$7,048.85	\$17,951.15	\$0.00	71.805%
1000-210-362-0000	Water and Sewage	\$0.00	\$0.00	\$700.00	\$265.16	\$434.84	\$0.00	62.120%
1000-210-363-0000	Natural Gas	\$0.00	\$0.00	\$13,000.00	\$8,126.83	\$4,873.17	\$0.00	37.486%
1000-210-390-0000	Other - Purchased and Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-210-452-0000	Property Maintenance/Repair Supplies & Parts	\$0.00	\$0.00	\$5,000.00	\$1,166.84	\$3,833.16	\$0.00	76.663%
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	\$2,200.00	\$192.78	\$1,507.22	\$500.00	68.510%
1000-230-322-0000	Postage	\$0.00	\$0.00	\$300.00	\$169.67	\$130.33	\$0.00	43.443%
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	\$324.00	\$0.00	\$324.00	\$0.00	100.000%
1000-230-329-0000	Other - Communications, Printing and Publicity	\$0.00	\$0.00	\$800.00	\$18.60	\$781.40	\$0.00	97.675%
1000-230-341-0000	Property Insurance Premiums	\$0.00	\$0.00	\$10,876.00	\$0.00	\$10,375.00	\$501.00	95.394%
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	\$7,100.00	\$630.98	\$5,429.02	\$1,040.00	76.465%
1000-230-371-0000	Auditing Services	\$0.00	\$0.00	\$3,000.00	\$1,894.20	\$852.80	\$253.00	28.427%
1000-230-372-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$3,100.00	\$814.00	\$2,286.00	\$0.00	73.742%

Report reflects selected information.

MINERVA PUBLIC LIBRARY, STARK COUNTY  
**Appropriation Status**  
 By Fund  
 As Of 9/30/2024

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	\$1,976.50	\$12,923.50	\$0.00	86.735%
1000-230-390-0014	Other - Purchased and Contracted Services(COMPUTER SVCS & I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-230-451-0007	General Administrative Supplies(OFFICE SUPPLIES)	\$0.00	\$0.00	\$5,000.00	\$44.90	\$2,955.10	\$2,000.00	59.102%
1000-230-454-0000	Supplies Purchased for Resale	\$0.00	\$0.00	\$700.00	\$651.71	\$48.29	\$0.00	6.899%
1000-230-510-0000	Dues and Memberships	\$0.00	\$0.00	\$22,526.00	\$4,289.64	\$18,236.36	\$0.00	80.957%
1000-230-520-0000	D Taxes and Assessments	\$0.00	\$0.00	\$125.00	\$0.00	\$9.05	\$115.95	7.240%
1000-230-550-0000	Refunds and Reimbursements	\$0.00	\$0.00	\$124.00	\$0.00	\$13.39	\$110.61	10.798%
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	\$1,927.22	\$2,072.78	\$0.00	51.820%
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	\$13,956.50	\$0.00	\$0.00	\$13,956.50	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%
<b>General Fund Total:</b>		\$0.00	\$0.00	\$916,706.00	\$94,049.84	\$520,083.12	\$302,573.04	56.734%

Fund: Capital Projects  
 Pooled Balance: \$496,184.03  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$496,184.03

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
4001-760-331-0000	Maintenance and Repair on Facilities	\$0.00	\$0.00	\$120,000.00	\$2,388.00	\$73,347.40	\$44,264.60	61.123%
4001-760-720-0000	Land Improvement	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	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	\$297.97	\$20,726.90	\$8,975.13	69.090%
4001-760-750-2021	Furniture and Equipment(McConnell Fund)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
<b>Capital Projects Fund Total:</b>		\$0.00	\$0.00	\$155,000.00	\$7,685.97	\$94,074.30	\$53,239.73	60.693%
<b>Report Total:</b>		\$0.00	\$0.00	\$1,071,706.00	\$101,735.81	\$614,157.42	\$355,812.77	57.307%

**Bank Reconciliation**

Reconciled Date 9/30/2024

Posted 10/3/2024 4:22:58 PM

Prior UAN Balance:		\$1,002,774.06
Receipts:	+	\$76,314.90
Payments:	-	\$44,845.93
Adjustments:	+	\$1.00
Current UAN Balance as of 09/30/2024:		\$1,034,244.03
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 09/30/2024:		<u>\$1,034,244.03</u>
Entered Bank Balances as of 09/30/2024:		\$1,039,050.82
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$4,806.79
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$0.00
Adjusted Bank Balances as of 09/30/2024:		<u>\$1,034,244.03</u>

Balances Reconciled

Governing Board Signatures

\_\_\_\_\_

\_\_\_\_\_

There are no outstanding receipts as of 09/30/2024.

There are no outstanding adjustments as of 09/30/2024.

**Bank Balances**

Reconciled Date 9/30/2024

Posted 10/3/2024 4:22:58 PM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		\$100,501.67	\$133,861.36	\$133,861.36	\$0.00
Secondary	CHANGE AMT		\$109.20	\$109.20	\$109.20	\$0.00
Secondary	PETTYCASH2		\$60.00	\$60.00	\$60.00	\$0.00
Investment	CD042517		\$21,879.14	\$21,888.43	\$21,888.43	\$0.00
Investment	CD072716		\$22,776.16	\$22,866.09	\$22,866.09	\$0.00
Investment	CD082817		\$23,032.37	\$23,123.31	\$23,123.31	\$0.00
Investment	CDAR-HUNT		\$0.00	\$0.00	\$0.00	\$0.00
Investment	HUNT 26 CD		\$79,005.82	\$79,005.82	\$79,005.82	\$0.00
Investment	Hunt. MM		\$166,922.05	\$167,282.36	\$167,282.36	\$0.00
Investment	Money Mark		\$589,852.31	\$590,854.25	\$590,854.25	\$0.00
Investment	STAR OHIO		\$0.00	\$0.00	\$0.00	\$0.00
<b>Total:</b>			<u>\$1,004,138.72</u>	<u>\$1,039,050.82</u>	<u>\$1,039,050.82</u>	<u>\$0.00</u>

**Outstanding Payments**

Reconciled Date 9/30/2024

Posted 10/3/2024 4:22:58 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	821-2024	09/12/2024	LOVELESS EXTERMINATING	\$120.00
PRIMARY	Electronic	850-2024	09/18/2024	BOOK FARM	\$98.75
PRIMARY	Electronic	877-2024	09/26/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	878-2024	09/26/2024	AMAZON	\$44.18
PRIMARY	Electronic	879-2024	09/26/2024	AMAZON	\$48.29
PRIMARY	Electronic	880-2024	09/26/2024	AMAZON	\$112.63
PRIMARY	Electronic	881-2024	09/26/2024	AMAZON	\$100.92
PRIMARY	Electronic	882-2024	09/26/2024	Solid Waste And Recycling	\$120.00
PRIMARY	Electronic	883-2024	09/26/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$78.80
PRIMARY	Electronic	884-2024	09/26/2024	PC CoPilot	\$600.00
PRIMARY	Electronic	886-2024	09/26/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	\$209.00
PRIMARY	Electronic	887-2024	09/26/2024	AMERICAN ELECTRIC POWER	\$1,871.60
PRIMARY	Electronic	903-2024	09/30/2024	BLACKSTONE AUDIOBOOKS	\$108.88
PRIMARY	Electronic	904-2024	09/30/2024	CENTER POINT LARGE PRINT	\$516.07
PRIMARY	Electronic	905-2024	09/30/2024	AMAZON	\$120.74
PRIMARY	Electronic	906-2024	09/30/2024	AMAZON	\$231.87
PRIMARY	Electronic	907-2024	09/30/2024	AMAZON	\$52.34
PRIMARY	Electronic	908-2024	09/30/2024	AMAZON	\$103.46
PRIMARY	Electronic	909-2024	09/30/2024	AMAZON	\$29.71
PRIMARY	Electronic	910-2024	09/30/2024	AMAZON	\$15.00
PRIMARY	Electronic	911-2024	09/30/2024	AMAZON	\$27.90
PRIMARY	Electronic	912-2024	09/30/2024	AMAZON	\$65.71
					\$4,806.79

**Cleared Payments**

Reconciled Date 9/30/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	761-2024	08/19/2024	DOWN TO EARTH LAWN & LANDSCAPING LLC	\$161.00
PRIMARY	Electronic	764-2024	09/16/2024	AMERICAN ELECTRIC POWER	\$1,918.28
PRIMARY	Electronic	772-2024	08/26/2024	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$130.94
PRIMARY	Electronic	773-2024	08/26/2024	Mary Ellen Gooding	\$243.50
PRIMARY	Electronic	774-2024	08/26/2024	AMAZON	\$15.29
PRIMARY	Electronic	775-2024	08/26/2024	AMAZON	\$37.90
PRIMARY	Electronic	776-2024	08/26/2024	AMAZON	\$33.35
PRIMARY	Electronic	777-2024	08/26/2024	AMAZON	\$61.24
PRIMARY	Electronic	778-2024	08/26/2024	AMAZON	\$58.45
PRIMARY	Electronic	779-2024	08/26/2024	AMAZON	\$129.96
PRIMARY	Electronic	780-2024	08/26/2024	AMAZON	\$62.44
PRIMARY	Electronic	781-2024	08/26/2024	AMAZON	\$62.68
PRIMARY	Electronic	782-2024	08/29/2024	AMAZON	\$9.99
PRIMARY	Electronic	783-2024	08/29/2024	AMAZON	\$89.45
PRIMARY	Electronic	784-2024	08/29/2024	AMAZON	\$48.47
PRIMARY	Electronic	785-2024	08/29/2024	Solid Waste And Recycling	\$120.00
PRIMARY	Electronic	786-2024	09/05/2024	Jennifer Baker	\$139.61
PRIMARY	Electronic	787-2024	09/05/2024	Sue E Barrick	\$441.71
PRIMARY	Electronic	788-2024	09/05/2024	Jennifer Bates	\$1,513.28
PRIMARY	Electronic	789-2024	09/05/2024	Eli Benzel	\$388.88
PRIMARY	Electronic	790-2024	09/05/2024	Rhonda Grogg	\$681.69
PRIMARY	Electronic	791-2024	09/05/2024	Heather Husted	\$1,367.91
PRIMARY	Electronic	792-2024	09/05/2024	Donna Kohler	\$623.60
PRIMARY	Electronic	793-2024	09/05/2024	Lisa Lutes	\$690.60
PRIMARY	Electronic	794-2024	09/05/2024	Jersey Moss	\$589.69
PRIMARY	Electronic	795-2024	09/05/2024	Kendra Selby	\$922.84
PRIMARY	Electronic	796-2024	09/05/2024	Payton S Selby	\$162.37
PRIMARY	Electronic	797-2024	09/05/2024	Anne Tokos	\$170.52
PRIMARY	Electronic	798-2024	09/05/2024	Laken Underwood	\$1,057.45
PRIMARY	Electronic	799-2024	09/05/2024	Nicole Weber	\$1,405.05
PRIMARY	Electronic	806-2024	09/03/2024	copeco	\$411.50
PRIMARY	Electronic	807-2024	09/03/2024	TREASURER, STATE OF OHIO	\$1,614.80
PRIMARY	Electronic	808-2024	09/13/2024	COLUMBIA GAS OF OHIO	\$376.40
PRIMARY	Electronic	809-2024	09/03/2024	AMAZON	\$22.99



**Cleared Payments**

Reconciled Date 9/30/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	810-2024	09/03/2024	AMAZON	\$17.95
PRIMARY	Electronic	811-2024	09/03/2024	AMAZON	\$16.99
PRIMARY	Electronic	812-2024	09/03/2024	AMAZON	\$111.11
PRIMARY	Electronic	813-2024	09/03/2024	AMAZON	\$46.78
PRIMARY	Electronic	814-2024	09/03/2024	AMAZON	\$7.79
PRIMARY	Electronic	815-2024	09/03/2024	CLEAN - N - GREEN	\$85.00
PRIMARY	Electronic	816-2024	09/12/2024	INDEPENDENT ELEVATOR CO., INC.	\$231.00
PRIMARY	Electronic	817-2024	09/12/2024	SAND ROCK MINERAL WATER CO.	\$25.00
PRIMARY	Electronic	818-2024	09/12/2024	MIDWEST TAPE	\$1,559.39
PRIMARY	Electronic	819-2024	09/12/2024	BAKER & TAYLOR BOOKS	\$450.31
PRIMARY	Electronic	820-2024	09/12/2024	UNIQUE MANAGEMENT SERVICES, INC.	\$108.35
PRIMARY	Electronic	822-2024	09/12/2024	Johnson Controls Fire Protections LP	\$420.00
PRIMARY	Electronic	823-2024	09/12/2024	STANDARD PLUMBING AND HEATING CO	\$1,707.50
PRIMARY	Electronic	824-2024	09/12/2024	KISHMAN'S IGA	\$12.12
PRIMARY	Electronic	825-2024	09/12/2024	AMAZON	\$62.40
PRIMARY	Electronic	826-2024	09/12/2024	AMAZON	\$10.99
PRIMARY	Electronic	827-2024	09/12/2024	AMAZON	\$291.05
PRIMARY	Electronic	828-2024	09/12/2024	AMAZON	\$626.92
PRIMARY	Electronic	829-2024	09/12/2024	AMAZON	\$443.71
PRIMARY	Electronic	830-2024	09/12/2024	AMAZON	\$186.66
PRIMARY	Electronic	831-2024	09/12/2024	AMAZON	\$19.48
PRIMARY	Electronic	832-2024	09/12/2024	AMAZON	\$453.44
PRIMARY	Electronic	833-2024	09/12/2024	WATER AND SEWER DEPT.	\$142.28
PRIMARY	Electronic	834-2024	09/12/2024	FIRST COMMUNICATIONS	\$670.93
PRIMARY	Electronic	835-2024	09/12/2024	Consumers Credit Card	\$804.62
PRIMARY	Electronic	836-2024	09/19/2024	Jennifer Baker	\$220.73
PRIMARY	Electronic	837-2024	09/19/2024	Sue E Barrick	\$484.32
PRIMARY	Electronic	838-2024	09/19/2024	Jennifer Bates	\$1,267.10
PRIMARY	Electronic	839-2024	09/19/2024	Eli Benzel	\$447.53
PRIMARY	Electronic	840-2024	09/19/2024	Rhonda Grogg	\$677.08
PRIMARY	Electronic	841-2024	09/19/2024	Heather Husted	\$981.50
PRIMARY	Electronic	842-2024	09/19/2024	Donna Kohler	\$664.74
PRIMARY	Electronic	843-2024	09/19/2024	Lisa Lutes	\$769.94
PRIMARY	Electronic	844-2024	09/19/2024	Jersey Moss	\$494.98

**Cleared Payments**

Reconciled Date 9/30/2024

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Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	845-2024	09/19/2024	Kendra Selby	\$922.84
PRIMARY	Electronic	846-2024	09/19/2024	Payton S Selby	\$184.02
PRIMARY	Electronic	847-2024	09/19/2024	Laken Underwood	\$1,057.46
PRIMARY	Electronic	848-2024	09/19/2024	Nicole Weber	\$1,158.87
PRIMARY	Electronic	851-2024	09/18/2024	UNIFIRST	\$91.16
PRIMARY	Electronic	852-2024	09/18/2024	copeco	\$115.10
PRIMARY	Electronic	853-2024	09/18/2024	PC CoPilot	\$725.00
PRIMARY	Electronic	854-2024	09/18/2024	AMAZON	\$105.40
PRIMARY	Electronic	855-2024	09/18/2024	AMAZON	\$52.19
PRIMARY	Electronic	856-2024	09/18/2024	AMAZON	\$139.65
PRIMARY	Electronic	857-2024	09/18/2024	AMAZON	\$121.83
PRIMARY	Electronic	858-2024	09/18/2024	AMAZON	\$7.99
PRIMARY	Electronic	859-2024	09/18/2024	AMAZON	\$22.93
PRIMARY	Electronic	860-2024	09/18/2024	AMAZON	\$42.24
PRIMARY	Electronic	861-2024	09/18/2024	AMAZON	\$9.99
PRIMARY	Electronic	862-2024	09/18/2024	AMAZON	\$32.47
PRIMARY	Electronic	863-2024	09/18/2024	AMAZON	\$131.58
PRIMARY	Electronic	864-2024	09/18/2024	AMAZON	\$35.95
PRIMARY	Electronic	865-2024	09/18/2024	AMAZON	\$36.18
PRIMARY	Electronic	866-2024	09/18/2024	AMAZON	\$62.89
PRIMARY	Electronic	867-2024	09/18/2024	AMAZON	\$314.99
PRIMARY	Electronic	868-2024	09/18/2024	AMAZON	\$9.19
PRIMARY	Electronic	869-2024	09/18/2024	AMAZON	\$260.13
PRIMARY	Electronic	870-2024	09/19/2024	AMAZON	\$20.62
PRIMARY	Electronic	871-2024	09/20/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
PRIMARY	Electronic	872-2024	09/20/2024	Ohio Department of Taxation	\$399.12
PRIMARY	Electronic	873-2024	09/20/2024	RITA	\$363.09
PRIMARY	Electronic	874-2024	09/20/2024	EFTPS	\$1,784.41
PRIMARY	Electronic	875-2024	09/19/2024	STARK COUNTY SCHOOLS FLEX PLAN ACCOUNT	\$150.00
PRIMARY	Electronic	876-2024	09/20/2024	STARK COUNTY SCHOOLS COUNCIL OF GOVERNMENTS	\$2,099.36
PRIMARY	Electronic	885-2024	09/26/2024	copeco	\$411.50
PRIMARY	Electronic	915-2024	09/30/2024	CONSUMERS NATIONAL BANK	\$30.00
PRIMARY	Electronic	916-2024	09/30/2024	CONSUMERS NATIONAL BANK	\$25.00
PRIMARY	Electronic	917-2024	09/30/2024	HUNTINGTON	\$5.00

**Cleared Payments**

Reconciled Date 9/30/2024

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<u>Account</u>	<u>Type</u>	<u>Payment #</u>	<u>Post Date</u>	<u>Vendor / Payee</u>	<u>Amount</u>
PRIMARY	Electronic	918-2024	09/01/2024	CONSUMERS NATIONAL BANK	\$7.13
PRIMARY	Warrant	7020	08/15/2024	Treasurer State of Ohio	\$100.00
PRIMARY	Warrant	7023	09/18/2024	OHIO PUBLIC EMPLOYEES DEFERRED	\$40.00
Hunt. MM	Inv Transfer		09/30/2024	Transfer From Investment Hunt. MM	\$5.00
					\$41,403.80

**Cleared Receipts**

Reconciled Date 9/30/2024

Posted 10/3/2024 4:22:58 PM

Account	Type	Ticket #	Receipt #	Post Date	Source	Amount
PRIMARY	Standard		133-2024	09/03/2024	Daily Receipts-CNB Registers	\$35.10
PRIMARY	Standard		139-2024	09/05/2024	Daily Receipts-CNB Registers	\$35.50
PRIMARY	Standard		140-2024	09/09/2024	Daily Receipts-CNB Registers	\$86.69
PRIMARY	Standard		142-2024	09/11/2024	CARROLL COUNTY AUDITOR'S OFFICE	\$15,224.44
PRIMARY	Standard		143-2024	09/11/2024	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,800.46
PRIMARY	Standard		144-2024	09/11/2024	STARK COUNTY AUDITOR'S OFFICE	\$57,237.15
PRIMARY	Standard		141-2024	09/12/2024	Daily Receipts-CNB Registers	\$73.05
PRIMARY	Standard		145-2024	09/16/2024	Daily Receipts-CNB Registers	\$24.15
PRIMARY	Standard		146-2024	09/19/2024	Daily Receipts-CNB Registers	\$42.75
PRIMARY	Standard		147-2024	09/26/2024	Daily Receipts-CNB Registers	\$130.35
PRIMARY	Standard		148-2024	09/30/2024	Daily Receipts-CNB Registers	\$62.85
PRIMARY	Inv Transfer			09/30/2024	Transfer From Investment Hunt. MM	\$5.00
CD042517	Interest		150-2024	09/25/2024	CD042517	\$9.29
CD072716	Interest		151-2024	09/27/2024	CD072716	\$89.93
CD082817	Interest		149-2024	09/27/2024	CD082817	\$90.94
Hunt. MM	Interest		154-2024	09/30/2024	Hunt. MM	\$365.31
Money Mark	Interest		153-2024	09/30/2024	Money Mark	\$1,001.94
						\$76,314.90

**Cleared Adjustments**

Reconciled Date 9/30/2024

Posted 10/3/2024 4:22:58 PM

<u>Account</u>	<u>Type</u>	<u>Item #</u>	<u>Post Date</u>	<u>Source or Payee</u>	<u>Amount</u>
PRIMARY	Receipt Adj	133-2024	09/30/2024	Daily Receipts-CNB Registers	\$1.00
					<u>\$1.00</u>

**Fund Status**

As Of 9/30/2024

<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	48.655%	\$538,060.00	\$67,877.83	\$470,182.17
4001	Capital Projects	51.345%	\$496,184.03	\$0.00	\$496,184.03
<b>All Funds Total</b>			<b>\$1,034,244.03</b>	<b>\$67,877.83</b>	<b>\$966,366.20</b>
Pooled Investments					\$837,142.43
Secondary Checking Accounts					\$169.20
Available Primary Checking Balance					\$129,054.57

Last reconciled to bank: 09/30/2024 – Total other adjusting factors: \$0.00

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

10/3/2024 5:20:02 PM  
 UAN v2024.2

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	\$21,888.43	0.50%	\$82.30	\$1,363.97	04/25/2017	03/25/2025		
CD072716	CONSUMERS 0106125341 exp 10/27/2024	\$22,866.09	4.64%	\$751.36	\$2,688.35	03/27/2024	10/27/2024		
CD082817	CONSUMERS 0106774145 CD 10/28/24	\$23,123.31	4.64%	\$759.81	\$2,376.25	03/28/2024	10/28/2024		
CDAR-HUNT	CDAR HUNTINGTON 5.2%	\$0.00	5.20%	\$3,992.36	\$3,992.36	08/10/2023	08/08/2024		
HUNT 26 CD	HUNTINGTON CDAR 26 WEEKS	\$79,005.82	5.00%	\$0.00	\$0.00	08/07/2024	02/06/2025		
Hunt. MM	Huntington Money Market	\$167,282.36	3.00%	\$3,636.38	\$5,446.49	08/01/2023	08/01/2053		
Money Mark	Money Market Consumers	\$590,854.25	2.00%	\$8,167.32	\$13,888.72	05/04/2023	05/04/2073		
STAR OHIO	STATE TREASURY ASSET RESERVE OF OH	\$0.00	0.04%	\$0.00	\$270,672.85	01/01/1999	12/31/2099		
		<u>\$905,020.26</u>		<u>\$17,389.53</u>	<u>\$300,428.99</u>				

Revenue Receipt Register

September 2024

Account Code: 1000-190-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$0.43	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$0.07	C
Account Total:					\$0.50	

Account Code: 1000-240-0011

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
144-2024	09/11/2024	09/12/2024	STD	STARK COUNTY AUDITOR'S OFFICE	\$57,237.15	C
Account Total:					\$57,237.15	

Account Code: 1000-240-0012

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
142-2024	09/11/2024	09/12/2024	STD	CARROLL COUNTY AUDITOR'S OFFICE	\$15,224.44	C
Account Total:					\$15,224.44	

Account Code: 1000-240-0013

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
143-2024	09/11/2024	09/12/2024	STD	COLUMBIANA COUNTY AUDITOR'S OFFICE	\$1,800.46	C
Account Total:					\$1,800.46	

Account Code: 1000-310-0311

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$12.00	C
Account Total:					\$12.00	

Account Code: 1000-340-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
133-2024	09/03/2024	09/03/2024	STD	Daily Receipts-CNB Registers	\$7.30	C
133-2024	09/03/2024	09/03/2024	STD	Daily Receipts-CNB Registers	\$3.60	C
139-2024	09/05/2024	09/05/2024	STD	Daily Receipts-CNB Registers	\$7.40	C
139-2024	09/05/2024	09/05/2024	STD	Daily Receipts-CNB Registers	\$24.90	C
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$14.90	C
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$19.40	C
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$5.90	C
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$31.25	C
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$0.60	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$3.60	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$7.50	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$4.65	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$4.00	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$8.90	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$2.30	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$35.65	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$0.60	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$5.30	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$1.60	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$26.05	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$3.10	C
148-2024	09/30/2024	09/30/2024	STD	Daily Receipts-CNB Registers	\$17.25	C
148-2024	09/30/2024	09/30/2024	STD	Daily Receipts-CNB Registers	\$36.95	C



Revenue Receipt Register

September 2024

Account Code: 1000-340-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
148-2024	09/30/2024	09/30/2024	STD	Daily Receipts-CNB Registers	\$4.00	C
					Account Total:	\$276.70

Account Code: 1000-399-0397

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
133-2024	09/03/2024	09/03/2024	STD	Daily Receipts-CNB Registers	\$10.45	C
133-2024	09/03/2024	09/03/2024	STD	Daily Receipts-CNB Registers	\$1.55	C
133-2024	09/03/2024	09/03/2024	STD	Daily Receipts-CNB Registers	\$6.45	C
139-2024	09/05/2024	09/05/2024	STD	Daily Receipts-CNB Registers	\$1.20	C
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$34.14	C
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$3.85	C
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$0.90	C
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$0.25	C
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$22.15	C
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$3.90	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$2.50	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$0.60	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$0.80	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$4.25	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$0.50	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$8.25	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$14.55	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$5.20	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$12.25	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$2.55	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$0.10	C
148-2024	09/30/2024	09/30/2024	STD	Daily Receipts-CNB Registers	\$1.05	C
					Account Total:	\$137.44

Account Code: 1000-399-0398

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
133-2024	09/03/2024	09/03/2024	STD	Daily Receipts-CNB Registers	\$5.50	C
133-2024	09/30/2024	10/03/2024	POS. ADJ.	Daily Receipts-CNB Registers	\$1.00	C
139-2024	09/05/2024	09/05/2024	STD	Daily Receipts-CNB Registers	\$2.00	C
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$7.50	C
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$1.50	C
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$1.50	C
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$2.00	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$2.50	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$3.00	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$5.90	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$2.50	C
148-2024	09/30/2024	09/30/2024	STD	Daily Receipts-CNB Registers	\$3.60	C
					Account Total:	\$39.50

Account Code: 1000-651-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
133-2024	09/03/2024	09/03/2024	STD	Daily Receipts-CNB Registers	\$0.25	C

**Revenue Receipt Register**

September 2024

Account Code: 1000-651-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
140-2024	09/09/2024	09/09/2024	STD	Daily Receipts-CNB Registers	\$3.00	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$5.55	C
146-2024	09/19/2024	09/19/2024	STD	Daily Receipts-CNB Registers	\$6.00	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$2.00	C
147-2024	09/26/2024	09/26/2024	STD	Daily Receipts-CNB Registers	\$1.00	C
Account Total:					\$17.80	

Account Code: 1000-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
149-2024	09/27/2024	09/30/2024	INT	CD082817	\$90.94	C
150-2024	09/25/2024	09/30/2024	INT	CD042517	\$9.29	C
151-2024	09/27/2024	09/30/2024	INT	CD072716	\$89.93	C
153-2024	09/30/2024	10/03/2024	INT	Money Mark	\$477.22	C
154-2024	09/30/2024	10/03/2024	INT	Hunt. MM	\$173.99	C
Account Total:					\$841.37	

Account Code: 1000-820-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
141-2024	09/12/2024	09/12/2024	STD	Daily Receipts-CNB Registers	\$6.57	C
145-2024	09/16/2024	09/16/2024	STD	Daily Receipts-CNB Registers	\$0.93	C
Account Total:					\$7.50	

Account Code: 4001-701-0000

Receipt #	Post Date	Transaction Date	Type	Source	Amount	Status
153-2024	09/30/2024	10/03/2024	INT	Money Mark	\$524.72	C
154-2024	09/30/2024	10/03/2024	INT	Hunt. MM	\$191.32	C
Account Total:					\$716.04	
Report Total:					\$76,310.90	

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

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

**Revenue Status**

By Fund  
As Of 9/30/2024

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-190-0000	Other - Local Taxes	\$25.00	\$7.60	\$17.40	30.4000%
1000-212-0000	Restricted Federal Grants-In-Aid	\$0.00	\$0.00	\$0.00	0.0000%
1000-222-0000	Restricted State Grants-In-Aid	\$0.00	\$0.00	\$0.00	0.0000%
1000-240-0011	Public Library Fund - State{STARK CO.}	\$633,240.00	\$462,183.55	\$171,056.45	72.987%
1000-240-0012	Public Library Fund - State{CARROLL CO.}	\$168,434.00	\$122,935.61	\$45,498.39	72.987%
1000-240-0013	Public Library Fund - State{COLUMBIANA CO.}	\$19,919.00	\$14,538.48	\$5,380.52	72.988%
1000-310-0311	Patron Fines and Lost Item Income{FINES & FEES}	\$350.00	\$508.79	-\$158.79	145.369%
1000-310-0312	Patron Fines and Lost Item Income{LOST ITEM}	\$200.00	\$53.50	\$146.50	26.750%
1000-310-0314	Patron Fines and Lost Item Income{NOTARY FEE}	\$0.00	\$0.10	-\$0.10	0.000%
1000-340-0000	Patron Coin-Operated Machine Income	\$1,750.00	\$1,986.45	-\$236.45	113.511%
1000-360-0000	Patron Class and Seminar Fees	\$0.00	\$0.00	\$0.00	0.000%
1000-399-0000	Other - Patron Fines and Fees	\$0.00	\$0.00	\$0.00	0.000%
1000-399-0397	Other - Patron Fines and Fees{PRINTER PAPER}	\$1,500.00	\$1,088.74	\$411.26	72.583%
1000-399-0398	Other - Patron Fines and Fees{FAX FEE}	\$500.00	\$459.60	\$40.40	91.920%
1000-611-0000	Restricted Contributions - Individuals	\$0.00	\$520.00	-\$520.00	0.000%
1000-612-0000	Restricted Contributions - Businesses	\$0.00	\$0.00	\$0.00	0.000%
1000-612-2018	Restricted Contributions - Businesses{YOUTH SUMMER READING }	\$1,500.00	\$1,725.00	-\$225.00	115.000%
1000-613-0000	Restricted Contributions - Foundations	\$0.00	\$0.00	\$0.00	0.000%
1000-651-0000	Unrestricted Contributions - Individuals	\$4,000.00	\$2,142.50	\$1,857.50	53.563%
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	\$7,061.77	-\$1,061.77	117.696%
1000-820-0000	Sale of Supplies for Resale	\$100.00	\$116.40	-\$16.40	116.400%
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	\$30.26	\$1,469.74	2.017%
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%

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	\$10,327.76	-\$10,327.76	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	\$10,327.76	\$39,672.24	20.656%
Report Total:		\$889,568.00	\$625,693.79	\$263,874.21	70.337%

DIRECTOR EMPLOYMENT AGREEMENT  
MINERVA PUBLIC LIBRARY  
677 LYNNWOOD DRIVE  
MINERVA, OHIO 44657

It is hereby agreed by and between the Board of Trustees of the Minerva Public Library, hereinafter called the "Board" and Jason Bumbico, hereinafter called the "Director", that the said Board in accordance with its action as found in the minutes of the meeting held on September 18<sup>th</sup>, 2024, has and does hereby employ the said Jason Bumbico as Library Director of the Minerva Public Library with certain pay and benefits beginning October 21<sup>st</sup>, 2024. The position of Director is subject to the terms and conditions detailed in the *Minerva Public Library Employee Handbook* and *Personnel Policies* unless otherwise noted in this agreement. In the event the terms stated in this agreement are more generous, this agreement will control.

IT IS AGREED:

1. DUTIES AND RESPONSIBILITIES

The Director shall perform the duties and responsibilities of the Library Director in accordance with the Minerva Public Library (hereafter "MPL" or "Library") policies and regulations and shall perform the services for MPL as set forth in the Director's job description.

2. OTHER ACTIVITIES

The Director shall inform the Board of any significant activities that have strong potential for interfering with the job, and of offices held in associations beyond that normally expected by the job description.

3. COMPENSATION

Annual compensation rate (as figured across 26 biweekly pay periods at an hourly rate of \$33.65) shall be \$70,000. The Director will provide at least 80 hours of work or authorized leave in each pay period. The compensation of the Director shall be paid in equal biweekly installments of \$2,692.00 in accordance with the policy of the Board, to be effective as of the pay period beginning on October 21, 2024 with a first pay date of October 31, 2024. The Director will also be reimbursed \$2,500.00 toward moving expenses with his first pay day of October 31, 2024.

4. BENEFITS

The Director's benefits are calculated in accordance with the *MPL Employee Handbook* and in like manner as those for all other full-time employees of MPL, with the exception of the crediting of vacation and sick leave as described below.

Vacation: The Director will be credited with 38 hours paid vacation to be available as of October 21, 2024, and will be credited with 200 hours of paid vacation beginning December 23, 2024. In addition,

the Director may carry over from one contract year to another up to a maximum of 40 hours unused vacation leave.

Sick Leave: The Director will be credited with 22.8 hours paid sick leave to be available as of October 21, 2024, and will be credited with 120 hours paid sick leave on December 23, 2024. The Director may carryover from calendar year to year up to a maximum of 1440 hours credited but unused sick leave.

Personal Time: The amount of paid personal leave credit will be set at 16 hours paid personal leave for use on or between December 23, 2024 and December 22, 2025.

Professional Organizations: The Library will pay the cost of the Director's annual individual membership in the Ohio Library Council, as well as \$100 toward the Director's annual individual membership in the American Library Association and allied organizations.

## 5. RETIREMENT

The Board participates in the provision of employee retirement benefits through the Ohio Public Employees Retirement System (OPERS). The Board will contribute an amount equal to 14% (or any other amount as required by law) of the Director's gross wages that are considered earnable income as defined by the retirement system to this retirement fund. The Director is required to enroll in this system and be responsible for paying an amount equal to 10% of their gross income (or any other amount as required by law) to OPERS through payroll deduction. If there are any changes made in the OPERS program by the Ohio Legislature during the term of this contract, this arrangement may be automatically adjusted accordingly.

## 6. EVALUATION

The Board, or the Personnel Committee of the Board, will review the job performance of the Director in April, 2025, and thereafter annually or more often as deemed appropriate by the Board. The Board's Personnel Committee will inform the Director of the results of the evaluation.

## 7. TERMINATION

### 7.1 By the Board

The Board may terminate this agreement under the following circumstances:

7.1.1 In the event of death of the Director.

7.1.2 If the Director is unable to perform the duties by reason of medically certified permanent physical or mental disability for a period of 125 days and upon 30 days prior written notification of intent to terminate because of such absence or inability.

7.1.3 With or without cause, if the Director is given eight week's notice or an amount equal to eight week's current salary (minus any tax, retirement, or other required deductions), together with continuation of any existing insurance benefits during such eight week period, providing that the Director has not been charged with and convicted of any dishonest, fraudulent, or criminal act(s). Acceptance by the Director of such salary in lieu of notice, pursuant to this provision, shall constitute a waiver and release by the Director of any and all claims or causes of action the Director may have against the Board, its employees, agents or assigns, arising from the Director's employment with the Board or termination thereof. The Director may be required to execute a release in consideration of or receipt of such termination benefits. Although the Director shall continue to receive full insurance benefits and salary during an eight week severance period, no additional paid benefits shall accrue (e.g., vacation, sick leave, or paid personal benefit time).

## 7.2 By the Director

The Director may terminate this agreement by giving written notice to the Board four weeks prior to the desired date of termination. During this four week period, the Director shall agree to perform all usual and customary duties of the office. If the Director fails to give such notice, the Director shall receive only the salary earned to the date of termination, and shall not be entitled to payment for accrued but unused vacation.

## 8. AMENDMENTS

This agreement may be altered or amended at any time by mutual written consent of the Director and Board.

## 9. TERM OF CONTRACT

The Board hereby hires and retains the Director for the term from October 21, 2024 through to the Library Board's Organizational Meeting in January, 2026. Upon its effective date, this agreement supersedes all previous agreements between the Director and the Board.

## 10. OTHER PROVISION

10.1 Liability Insurance and/or Bond - The Board shall maintain coverage under a Library liability insurance policy and/or require a fidelity bond on the Director as deemed appropriate by the Board. Inability to be bonded could result in termination of the Director.

10.2 Applicable Law - This agreement shall be governed in accordance with the laws of the State of Ohio.

10.3 Other than terms explicitly provided as in Section 8, no further compensation is implied nor expected upon voluntary or involuntary separation.

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Director

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Date of Signature

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President, Board of Trustees

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Date of Signature