



Minerva Public Library 2017 Annual Report

President, Library Board of Trustees: Roger Bartley

Director: Tom Dillie

Fiscal Officer: Christina Davies

In 2017 the library saw increased checkouts of both library materials and downloadable content, new programs for children and teens, and improvements to the library's physical plant. Library Trustees, Administration, and staff continue to find new ways to get the most value out of the library's resources. We continue to provide you with the books, DVDs, audiobooks, CDs, children's activity kits, magazines, artwork, downloadable materials, programs, services, and speakers that you find interesting and worthwhile. And you enjoyed and made good use of those services, materials, and programs over the past year.

In 2017

- You checked out or renewed library materials 228,089 times—a 7.7% increase over 2016.
- You downloaded 12,267 e-books, audiobooks, CDs, and movies—a 7.2% increase over 2016.
- You visited the library 95,684 times.
- You asked 16,848 reference questions of library staff.
- The Library loaned 56,700 items to patrons at other Ohio libraries.
- You borrowed 19,973 items from other Ohio libraries.
- The Library added 6,769 items to the local collection for you to check out and enjoy.
- The Library purchased 267 e-books and e-audiobooks to add to the Ohio Digital Library.

Keeping you connected—online and in the community

The Library has 16 computers through which you may access the Internet on a high-speed fiber optic connection provided by the State of Ohio; these computers offer the Microsoft Office suite of productivity software as well as the WinWay resume writing software. Free Wi-Fi is available throughout the building. The library offers downloadable books, audiobooks, music, and movies to you for free through the Ohio Digital Library and Hoopladigital.com. Mangolanguages.com provides you with free, online, structured lessons to learn any of over 60 languages. Databases from the Ohio Web Library provide online access to magazines and journals, genealogy resources, encyclopedias, and reference books. The Library has a variety of meeting and study rooms for your use and makes those rooms available for private functions as well as public meetings.

In 2017

- The library was open 299 days and 2684 hours.
- You logged on to internet computers at the Library 12,362 times: over 41 times a day.
- You connected to library wi-fi over 1390 times.
- You used the study rooms over 714 times for studying, writing, tutoring, and working.
- Your community groups and public agencies as varied as the Girl Scouts, Relay for Life, D.A.R., SPARK, Stark County Commissioners, Minerva Knitters, Salvation Army, American Legion, and many others, booked the meeting rooms 120 times.

Service to Youth

The Library offers varied story times for young patrons and their caregivers, the always popular Summer Reading Program, and after school activities for tweens and teens. The Library also provides class visits to aid students and teachers from Minerva Local Schools, Minerva Area Christian School, the area Mennonite school, the YMCA Preschool, and area homeschoolers.

In 2017 Library staff provided:

- 747 scheduled class visits to the Library—16,345 students served.
- 281 visits by library staff to classes at local schools—4822 students served.
- 81 story times for children of various ages—1,655 children and caregivers served.
- 78 different Summer Reading events—2,088 children and caregivers served.
- 139 after school programs—1704 teens and tweens served.
- 37 other youth programs—1,441 children and caregivers served.

Library Youth Services staff also assist in the Library's partnership with SPARK (Supporting Partnerships to Ensure Ready Kids), an early literacy and school-readiness program, and offers the 1000 Books Before Kindergarten reading challenge to encourage early literacy skills.

Library Funding

The Library is funded by a monthly distribution from the State of Ohio through the Public Library Fund (PLF). The PLF currently receives 1.68% of the State's General Revenue Fund. The monthly PLF distribution is divided among Ohio's 88 counties and then distributed to public libraries in each of those counties by that county's Budget Commission.

| 2017 Revenue | Percent | Amount |
|---------------------------|----------------|------------------|
| Public Library Fund (PLF) | 96.7% | \$683,165 |
| Fines and Fees | 1.6% | \$ 11,239 |
| Contributions | 0.8% | \$ 5,754 |
| Miscellaneous | 0.7% | \$ 4,865 |
| Investment Earnings | 0.2% | \$ 1,681 |
| Total | 100.0% | \$706,704 |

| 2017 Operating Expenditures | | |
|------------------------------------|---------------|------------------|
| Salaries and Benefits | 67.1% | \$477,786 |
| Library Materials | 11.3% | \$ 80,762 |
| Purchased Services | 16.8% | \$119,425 |
| Other | 2.4% | \$ 16,905 |
| Supplies | 2.0% | \$ 14,141 |
| Capital Outlay | 0.4% | \$ 2,768 |
| Total | 100.0% | \$711,787 |

| 2017 Capital Expenditures | | |
|----------------------------------|---------------|------------------|
| Maintenance and Repair | 70.0% | \$ 29,351 |
| Land Improvements | 10.5% | \$ 4,401 |
| Furniture and Equipment | 19.5% | \$ 8,141 |
| Total | 100.0% | \$ 41,893 |

Generous Support

The Library appreciates your generosity in donating to help provide library programs and services. Please consider the Library when you plan your annual giving.

In 2017:

- Library patrons and local businesses gave targeted donations totaling \$1,875.
- Library book sales and anonymous donations provided \$3,880.
- Patrons donated 446 books, CDs, DVDs, and audiobooks to the Library's collection.