

ATTACHMENTS FOR JANUARY 16, 2024 BOARD OF TRUSTEES MEETING

Washington-Centerville Public Library

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Library Operations

- Sent RFQ to previous short-listed firms and responded to questions from others about the ad
- HVAC controls training for Centerville Library
- Met with practicum student and communicated with her professor
- Discussed training sessions for team leaders and liaisons
- Sent invite for Joint Public Entities meeting and determined food option
- Worked on revising job description for Community Relations and Development Manager
- Shopped for carpet for Congress Park and arranged for measurements

Communication

- Communicated with other Montgomery Co library Directors about PLF formula and sent meeting request to County Auditor's office
- Contacted Centerville Washington Diversity Council about creating community-wide land acknowledgement statement

Community / Professional Involvement

- Moved boxes of books to storage unit for Friends

Sick leave – 12/7, 12/11 – 12/13

Vacation – 12/8, 12/18, 12/27 – 12/29

Holiday – 12/25, 12/26, 1/1

Floating holiday – 1/11

December 2023

**Board Minutes and
Attachments**

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

December 12, 2023

CALL TO ORDER

The regular Board of Trustees meeting for December 2023 was held at the Centerville Library. Board President Barbara Denison called the meeting to order at 7:00 P.M.

The roll call was as follows: Mr. Bowling, **Present**; Mrs. Cline, **Present**; Mrs. Denison, **Present**; Mrs. Herrick, **Present**; Mr. Nunna, **Present**; Mrs. Suttman, **Present**; and Mr. Talda, **Absent**; also Mrs. Fultz, Library Director; Mr. Monteith, Fiscal Officer; and members of the public.

HEARING OF THE PUBLIC

Mr. Monteith stated that there was no hearing of the public.

EXECUTIVE SESSION

Mrs. Cline moved to adjourn to executive session, pursuant to ORC § 121.22(G)(1), for the purpose of discussing the employment and/or compensation of a public employee. Mrs. Herrick seconded the motion.

The roll call vote was as follows:

| | | | |
|--------------|------------|--------------|---------------|
| Mr. Bowling | <u>Yes</u> | Mr. Nunna | <u>Yes</u> |
| Mrs. Cline | <u>Yes</u> | Mrs. Suttman | <u>Yes</u> |
| Mrs. Denison | <u>Yes</u> | Mr. Talda | <u>Absent</u> |
| Mrs. Herrick | <u>Yes</u> | | |

The Board entered executive session at 7:02 p.m.

At 7:07, Board President Barbara Denison returned the meeting to open session.

RE-HIRING OF FISCAL OFFICER

Mr. Bowling moved to re-hire John Monteith as Fiscal Officer for another year, with a 5% raise, effective January 1, 2024. Mrs. Herrick seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

COMMITTEE REPORTS

a. FINANCE COMMITTEE

Mrs. Suttman, Finance Committee Chair, turned the committee report over to Fiscal Officer John Monteith to report regarding the meeting of the Finance and Financial Advisory Committee that was held on November 28, 2023.

Mr. Monteith stated that he had reviewed the proposed appropriations for the 2024 Fiscal Year with these committees. Their review had not resulted in any changes being needed or requested based on the information that was provided. There was one change that was made to the audio-visual materials line as a result of a new collection that we became aware of. However, this change was only \$2,000.

Mr. Monteith stated that the Finance Committee had reviewed the information in detail, and the rest of the Board was provided with the Appropriations Packet. If there were not any questions related to the information, and there was no desire to review the packet in detail, he would not do so.

Mr. Monteith asked the Board to approve Resolution No. 023-021: 2024 Appropriations Resolution as presented. Mrs. Herrick moved to approve the resolution. Mrs. Cline seconded the motion.

The roll call vote was as follows:

| | | | |
|--------------|------------|--------------|---------------|
| Mr. Bowling | <u>Yes</u> | Mr. Nunna | <u>Yes</u> |
| Mrs. Cline | <u>Yes</u> | Mrs. Suttman | <u>Yes</u> |
| Mrs. Denison | <u>Yes</u> | Mr. Talda | <u>Absent</u> |
| Mrs. Herrick | <u>Yes</u> | | |

Resolution No. 023-021 is approved.

NOMINATING COMMITTEE

Mrs. Herrick reported that the Nominating Committee had chosen not to meet this year. This was due to agreement of the current officers of the Board choosing to serve another year in their positions.

The slate of officers was presented as follows:

President – Barbara Denison
Vice President – Randy Bowling
Secretary – Carleen Suttman
Fiscal Officer – John Monteith

Mrs. Herrick moved to accept the slate of officers. Mr. Nunna seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

APPROVAL OF MINUTES

Mrs. Cline moved for the approval of the November 14, 2023 Meeting Minutes. Mr. Nunna seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

DIRECTOR'S REPORT

❖ FACILITIES

- ❖ Congress Park
 - Interior changes and exterior repairs are underway
 - GOT-JUNK sign – is being removed, \$4,000 to change it
- ❖ Woodbourne Library
 - HVAC – project is nearly complete, controls won't be until after the holidays
 - Issue with lights in AV section of building
- ❖ Centerville Library
 - HVAC – project is also nearly complete, controls training scheduled for 12/21
 - Ad went out for design services and contacted previously short-listed firms
- ❖ Creativity Commons –
 - Issue with ventilation with new xTool machine – has been resolved
 - Closed on Monday, 12/11 due to lack of heat
 - Added a minimum age of 13 to be in the space without an adult
- ❖ Van
 - Ramp is installed

❖ PERSONNEL

- ❖ Several positions filled this month – Adult Services Aide, Youth Services Specialist, and Public Services Team Leader

❖ COLLECTIONS/SERVICES/PROGRAMS

- ❖ Adding more interactive elements into the Children's Room

❖ **OTHER**

- ❖ ALA Grant – Libraries Transform Communities Engagement Grant application \$2,000 to help support summer visits to Chevy Chase
- ❖ Rules of Conduct policy change

Mrs. Herrick moved to approve the Rules of Conduct policy change to include prohibiting the use of marijuana on library properties. Mr. Nunna seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

- ❖ Trespassed patrons

FISCAL OFFICER'S REPORT

- a. Mr. Monteith presented the monthly financial report for November 2023, including the financial statements (Cash Position, Revenue Summary, Revenue BVA, Expense Summary, General Fund Expense BVA), Notes to the Financial Statements, Monthly Investment Report and Personnel Items for the board's review and approval.

Mrs. Suttman moved to approve the monthly financial report, and Mr. Bowling seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

The motion is approved.

- b. Payment of December Expenditures

Mrs. Herrick moved to approve the payment of December expenditures, and Mr. Bowling seconded the motion.

The roll call vote was as follows:

| | | | |
|--------------|------------|--------------|---------------|
| Mr. Bowling | <u>Yes</u> | Mr. Nunna | <u>Yes</u> |
| Mrs. Cline | <u>Yes</u> | Mrs. Suttman | <u>Yes</u> |
| Mrs. Denison | <u>Yes</u> | Mr. Talda | <u>Absent</u> |
| Mrs. Herrick | <u>Yes</u> | | |

The motion is approved.

NEW/OLD BUSINESS

- a. **2024 Board Meeting Schedule**

Mrs. Suttman moved to approve the 2024 Board Meeting Schedule as presented. Mrs. Herrick seconded the motion.

The vote was: **Yes:** 6; **No:** 0; **Abstain:** 0

b. Appropriation Transfers

Mr. Monteith stated that there were three separate appropriation transfers that were necessary this month.

Appropriation Transfer #1 will allow for the full \$1,000,000 to be transferred from the General Fund to the Building Fund. Earlier this year, the board approved a transfer of \$10,000 from the General Fund to “The Wall That Heals” Fund to account for costs associated with bring this event to Centerville. We are requesting that \$10,000 be transferred from Public Service Program Supplies to Transfers Out.

| | |
|---------------------------------|---------------|
| 101.10.52120 – Program Supplies | \$(10,000.00) |
| 101.00.59900 – Transfers Out | \$ 10,000.00 |

Appropriation Transfer #2 will allow us to commit to the General Contractor for work at Congress Park. When appropriations were approved for 2023, we anticipated moving Creativity Commons to a separate location. As a result, we appropriated for Rents & Leases. Obviously, the direction changed and therefore there is no need for any funds to be appropriated for rent.

| | |
|---|---------------|
| 101.24.53500 – Rents & Leases – CC | \$(31,500.00) |
| 101.03.53310 – Building & Site Repairs – CP | \$ 31,500.00 |

Appropriation Transfer #3 involves reallocating appropriations for “The Wall That Heals” to allow us to close out the fund using payroll costs that were associated with putting the event on.

| | |
|--|--------------|
| 203.00.52120 – Program Supplies | \$(1,400.22) |
| 203.00.52140 – Postage | \$ (37.00) |
| 203.00.53275 – Marketing/Advertising | \$ (130.03) |
| 203.00.53290 – Printing/Publications | \$ (600.00) |
| 203.00.53790 – Other Professional Services | \$ (970.00) |
| 203.00.51110 – Director/Manager | \$ 1,022.89 |
| 203.00.51120 – Library Specialists | \$ 174.50 |
| 203.00.51155 – Administrative Support | \$ 1,335.19 |
| 203.00.51400 – OPERS | \$ 604.67 |

Mrs. Herrick move to approve the appropriation transfers as presented. Mr. Nunna seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

c. Resolution No. 023-022: Transfer to the Building Fund

Mr. Monteith stated that this resolution, combined with the appropriation transfer that was just approved, will allow us to transfer \$1,000,000 to the Building Fund that we planned as part of the 2023 Appropriations. Mrs. Herrick moved to approve Resolution No. 023-022. Mrs. Suttman seconded the motion.

The roll call vote was as follows:

| | | | |
|--------------|------------|--------------|---------------|
| Mr. Bowling | <u>Yes</u> | Mr. Nunna | <u>Yes</u> |
| Mrs. Cline | <u>Yes</u> | Mrs. Suttman | <u>Yes</u> |
| Mrs. Denison | <u>Yes</u> | Mr. Talda | <u>Absent</u> |
| Mrs. Herrick | <u>Yes</u> | | |

The resolution is approved

ADJOURNMENT

Mrs. Herrick moved to adjourn the meeting at 8:00 P.M. Mr. Nunna seconded the motion.

President

Secretary

RESOLUTION NO. 023-021
2022 ANNUAL APPROPRIATIONS
Washington-Centerville Public Library

Resolution No. 023-021: 2024 Annual Appropriation Resolution: _____ moved,
_____ seconded and the Board approved Resolution No. 023-021, the 2024 Annual
Appropriation Resolution. The roll call vote resulted as follows:

| | | | |
|--------------|-------|--------------|-------|
| Mr. Bowling | _____ | Mr. Nunna | _____ |
| Mrs. Cline | _____ | Mrs. Suttman | _____ |
| Mrs. Denison | _____ | Mr. Talda | _____ |
| Mrs. Herrick | _____ | | |

Be it resolved by the Board of Library Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio, that to provide for current expenses and other expenditures of said Board of Library Trustees, during the fiscal year ending December 31, 2024, the following sums be and the same are hereby set aside and appropriated for several purposes which expenditures are to be made:

| 101 - GENERAL FUND | | | |
|--------------------|--------------------------------------|----|------------------|
| 1000 | SALARIES AND BENEFITS | | |
| 1100 | Salaries and Leave Benefits | \$ | 3,731,500 |
| 1400 | Retirement Benefits | | 522,430 |
| 1600 | Insurance Benefits | | 705,960 |
| 1900 | Other Employee Benefits | | 8,519 |
| | TOTAL SALARIES AND BENEFITS | | 4,968,409 |
| 2000 | SUPPLIES | | |
| 2100 | General Administrative Supplies | | 157,700 |
| 2200 | Property Maintenance/Repair Supplies | | 15,200 |
| 2300 | Vehicle Fuel and Supplies | | 5,000 |
| 2500 | Supplies Purchased for Resale | | 41,000 |
| | TOTAL SUPPLIES | | 218,900 |
| 3000 | PURCHASED/CONTRACT SERVICES | | |
| 3100 | Travel & Meeting Expenses | | 58,175 |
| 3200 | Communication/Printing/Publicity | | 124,940 |
| 3300 | Property Maintenance/Repair/Security | | 522,705 |
| 3400 | Insurance | | 33,875 |
| 3500 | Rents / Leases | | - |
| 3600 | Utilities | | 198,500 |
| 3700 | Professional Services | | 137,700 |

| | | |
|--|-----------------------------------|----------------------|
| 3800 | Software Maintenance | 243,320 |
| 3900 | Other Contract/Purchased Services | 213,785 |
| TOTAL PURCHASED/CONTRACT SERVICES | | 1,533,000 |
| 4000 | LIBRARY MATERIALS | |
| 4100 | Books | 507,000 |
| 4200 | Periodicals | 24,000 |
| 4300 | Audio/Visual Materials | 164,000 |
| 4500 | Online Library Databases | 123,500 |
| 4600 | Interlibrary Delivery | 13,000 |
| 4800 | eProducts | 595,555 |
| 4900 | Library Materials - Other | 42,500 |
| TOTAL LIBRARY MATERIALS | | 1,469,555 |
| 5000 | CAPITAL OUTLAY | |
| 5100 | Land | - |
| 5200 | Land Improvements | 25,000 |
| 5300 | Buildings | - |
| 5400 | Building Improvements | 83,500 |
| 5500 | Furniture/Equipment | 297,080 |
| 5700 | Vehicles | - |
| TOTAL CAPITAL OUTLAY | | 405,580 |
| 7000 | OTHER OBJECTS | |
| 7100 | Dues & Memberships | 12,200 |
| 7200 | Taxes & Assessments | 2,500 |
| 7500 | Refunds / Reimbursements | 2,500 |
| TOTAL OTHER OBJECTS | | 17,200 |
| 8000 | CONTINGENCY | |
| 8900 | Contingency | 100,000 |
| 9000 | INTERFUND TRANSFERS | |
| 9900 | Transfers Out | 2,000,000 |
| TOTAL GENERAL FUND | | \$ 10,712,644 |

102 - UNCLAIMED FUNDS

| | |
|-------------------------------|------------|
| 8700 Refunds / Reimbursements | \$0 |
| TOTAL UNCLAIMED FUNDS | \$0 |

401 - BUILDING FUND

| | |
|--|------------------|
| 3000 PURCHASED/CONTRACT SERVICES | |
| 3200 Communication/Printing/Publicity | \$ 5,000 |
| 3700 Professional Services | 110,000 |
| TOTAL PURCHASED/CONTRACT SERVICES | 115,000 |
| 5000 CAPITAL OUTLAY | |
| 5100 Land | - |
| 5200 Land Improvements | - |
| 5300 Buildings | - |
| 5400 Building Improvements | 3,835,000 |
| 5500 Furniture/Equipment | 500,000 |
| TOTAL CAPITAL OUTLAY | 4,335,000 |
| TOTAL BUILDING FUND | 4,450,000 |

450 - PERMANENT IMPROVEMENT - ILS FUND

| | |
|---|-----------------|
| 5500 Hardware/Software | \$ 5,000 |
| TOTAL PERMANENT IMPROVEMENT - ILS FUND | \$ 5,000 |

451 - PERMANENT IMPROVEMENT - TECHNOLOGY FUND

| | |
|--|------------------|
| 3000 PURCHASED / CONTRACTED SERVICES | |
| 3300 Property Maintenance/Repair/Security | \$ 4,000 |
| 5000 CAPITAL OUTLAY | |
| 5500 Hardware/Software | 21,900 |
| TOTAL PERMANENT IMPROVEMENT - TECHNOLOGY FUND | \$ 25,900 |

3000 PURCHASED/CONTRACT SERVICES

3200 Communications / Printing / Publicity

250

TOTAL GOOD LIFE PRIVATE PURPOSE FUND

\$ 4,800

GRAND TOTAL APPROPRIATION - ALL FUNDS

\$ 15,198,344

I hereby certify that the foregoing is a true copy of the 2024 Annual Appropriation Resolution approved by the Board of Library Trustees at the regular December meeting held December 19, 2023.



Fiscal Officer

Washington-Centerville Public Library

Montgomery County, Ohio

DRAFT - UNAPPROVED

EXPENDITURES FOR APPROVAL AT DECEMBER MEETING
December 12, 2023

CURRENT EXPENDITURES

GENERAL FUND:

| | |
|--|-----------|
| A.J. Schwab - employee mileage reimbursement | \$ 23.99 |
| Alayna Sheldrick - patron refund | 12.99 |
| Anne Wachs - employee mileage reimbursement | 16.24 |
| Baker & Taylor Books – books & AV materials | 957.05 |
| Bibliotheca - RFID Equipment | 27,873.00 |
| Bonham Electric - WB Entrance Sign and Bollard Repair | 1,069.00 |
| Brodart –books | 28,144.29 |
| Cadre - annual firewall maintenance | 26,077.74 |
| Caitlin Spratt - employee mileage reimbursement | 8.38 |
| CenterPoint Energy – utilities | 1,962.13 |
| Chard Snyder - COBRA administration fees | 125.00 |
| Cintas - facilities maintenance | 909.05 |
| Coleen Pitzer - employee mileage reimbursement | 4.20 |
| Columbus Metro Library - Extra Contribution EOY (2023) | 35,000.00 |
| Darrilynn Brewster - employee mileage reimbursement | 60.65 |
| Dave Kent - employee mileage reimbursement | 43.10 |
| Debe Dockins - employee mileage reimbursement | 21.48 |
| Dell - spare staff monitors | 328.98 |
| Demco Software - SignUp Events Software | 240.85 |
| Digital Fringe - Digital Graphics | 201.34 |
| Donnellon McCarthy Enterprises - copier maintenance | 1,282.82 |
| DSS Sweeping Service - November parking lot sweeping at both locations | 199.90 |
| Ductz - cleaning HVAC System at Congress Park | 4,425.00 |
| Enas Aburejeila - patron refund | 24.99 |
| Gleason Property Services - December janitorial service for WB & CV | 12,200.00 |
| Greg McCullough - employee mileage reimbursement | 16.72 |
| Innovative - SIP license maintenance | 440.84 |
| Jamie Garcia - employee mileage reimbursement | 4.46 |
| Jenelle Allen - employee mileage reimbursement | 16.64 |
| Jenny Catri - employee mileage reimbursement | 9.56 |
| Justin Morris - carpet removal at Congress Park | 2,430.75 |
| Kanopy - video service | 1,442.00 |
| Katherine McCollum - employee mileage reimbursement | 4.20 |
| Katherine Watson - employee mileage reimbursement | 27.91 |
| Kathy O'Neill - employee mileage reimbursement | 12.60 |
| Kevin Risner - employee mileage reimbursement | 17.96 |
| Kyle Knepp - employee mileage reimbursement | 24.50 |
| Laura Marie Cheng - patron refund | 13.98 |
| Lauren Rura - employee mileage reimbursement | 23.72 |

| | |
|---|----------------------|
| Library Ideas - VOX | 2,340.48 |
| Midwest Tape – AV materials | 14,996.53 |
| Montgomery County Environmental - water & sewer | 1,842.94 |
| ODP - office supplies | 657.90 |
| Overdrive - books/media | 9,030.12 |
| Pitney Bowes - postage meter rental | 488.70 |
| Pitney Bowes - postage meter supplies | 315.36 |
| Playaway - AC adapter/battery cover/cases | 4,491.03 |
| Proquest LLC - Newspaper.com world collection | 6,800.63 |
| Rachael Ward - employee mileage reimbursement | 66.03 |
| Rumpke - trash removal | 763.95 |
| Rush Transportation – contracted services | 910.73 |
| Sampath Medepalli - patron refund | 18.98 |
| Scott Royal - employee mileage reimbursement | 18.86 |
| Shelby Quinlivan - employee mileage reimbursement | 197.57 |
| Shelby Quinlivan - hotel for conference reimbursement | 297.18 |
| Shelly Peresie - employee mileage reimbursement | 45.15 |
| South Community - fees for employee assistance | 202.50 |
| Staples – office supplies | 356.88 |
| Starco Inc. - HVAC project @ CV | 72,882.99 |
| Structured Employee Benefits of Ohio - group life insurance premium | 276.99 |
| Taryn Filer - employee mileage reimbursement | 36.01 |
| T-Mobile - hotspots | 660.10 |
| The Washington Post - Washington Post subscription | 2,029.65 |
| Today's Business Solutions - kiosk service agreement | 780.00 |
| Transformations Plus - carpet cleaning service | 1,419.00 |
| Trigon Imaging Systems - CC consumables | 973.47 |
| Unique - recovery & collection fees | 448.25 |
| William Menker - employee mileage reimbursement | 34.19 |
| Washington Township - joint entities dinners | 75.00 |
| TOTAL CURRENT EXPENDITURES—GENERAL FUND | \$ 269,155.18 |

EXPENDITURES SINCE LAST BOARD MEETING

PAYROLL:

| | |
|----------------------|----------------------|
| Payroll # 24 | \$ 119,003.36 |
| Payroll # 25 | 119,208.89 |
| TOTAL PAYROLL | \$ 238,212.25 |

MISCELLANEOUS:

| | |
|---|-----------|
| Adelaide Beach Knox Perkins - 2nd place GLA | \$ 500.00 |
| AES Ohio – utilities | 2,231.19 |
| Amazon - Books & AV materials | 10,747.59 |
| AT&T – telephone service | 305.53 |

| | |
|--|-----------------------------|
| Audrey Havrilla - Good Life Award Winner | 3,000.00 |
| Bricker Graydon - construction legal fees | 2,535.00 |
| CenterPoint Energy – utilities | 1,440.48 |
| Centerville Band Boosters - poinsettias-CV & WB | 140.00 |
| Charter – utilities | 277.95 |
| Centerville City Schools – November health insurance premiums | 39,980.00 |
| Delta Dental – December dental insurance premiums | 1,699.18 |
| Digital Fringe - printing services | 180.36 |
| Discount Paper Products - thermal rolls for CV & WB | 957.89 |
| Emma Myers - 3rd place GLA | 350.00 |
| Health Equity - December HSA contribution | 7,273.58 |
| HomeDepot - building supplies & small tools | 2,092.89 |
| IGS Energy - utilities | 8,158.30 |
| Innovative - workshop for A.J. | 1,850.00 |
| Kate Kohls - 4th Place Good Life Award | 250.00 |
| Kroger - program supplies | 102.44 |
| Level 3 Communications, LLC - phone service | 400.20 |
| Miami Valley Newspaper - Veteran's Day ad | 40.00 |
| Montgomery County Auditor - fees | 319.49 |
| Montgomery County Environmental - water & sewer | 618.72 |
| Oakwood High School - GLA winning classroom | 250.00 |
| Ohio Bureau of Workers' Compensation - 2023 workers compensation | 9,473.00 |
| OPERS – employer pick-up & match | 56,287.50 |
| Paypal - payflow pro monthly fee | 19.95 |
| ProQuest - subscription renewal | 5,411.22 |
| Rumpke - trash removal | 862.12 |
| Sam's Club - program supplies | 569.89 |
| Silco- annual exit light inspection | 481.20 |
| Silco- Congress Park new alarm panel | 1,034.34 |
| The Dayton Foundation - credit card processing fees | 30.00 |
| Tumbleweed - online database renewal | 1,150.00 |
| UPS - shipping fee | 26.24 |
| U. S. Bank - program supplies, seminar registration fees, books | 8,613.40 |
| U. S. Bank—employer share of Medicare | 3,386.27 |
| U. S. Bank – banking fees | 563.66 |
| TOTAL MISCELLANEOUS | <u>\$ 173,609.58</u> |
| GRAND TOTAL DECEMBER MEETING | <u><u>\$ 680,977.01</u></u> |

December 2023

**Fiscal Officer's
Report**

Washington-Centerville Public Library
Monthly Cash Position And Reconciled Balances
For The Month Of December 2023

| Fund | Monthly Beginning Balance | Revenue | Expenditures | Ending Balance |
|--------------------------------|---------------------------|-----------------------|-----------------------|------------------------|
| General Fund | \$10,451,561.64 | \$320,464.59 | \$1,567,305.66 | \$9,204,720.57 |
| Unclaimed Funds | \$310.07 | \$0.00 | \$0.00 | \$310.07 |
| "The Wall That Heals" Fund | \$3,237.25 | (\$100.00) | \$3,137.25 | \$0.00 |
| Special Operating Fund | \$3,750,186.25 | \$0.00 | \$0.00 | \$3,750,186.25 |
| Building Fund | \$2,232,281.72 | \$1,000,000.00 | \$82,342.99 | \$3,149,938.73 |
| Perm. Imp. Fund-Ils | \$568,950.30 | \$0.00 | \$0.00 | \$568,950.30 |
| Perm. Imp. Fund-Reference/Info | \$741,099.34 | \$0.00 | \$0.00 | \$741,099.34 |
| Dorothy R. Yeck Good Life End | \$201.15 | \$0.00 | \$11.98 | \$189.17 |
| Payroll Clearing Fund | \$5,390.12 | \$65,396.81 | \$67,012.20 | \$3,774.73 |
| | \$17,753,217.84 | \$1,385,761.40 | \$1,719,810.08 | \$17,419,169.16 |

| |
|----------------------------|
| Reconciled Balances |
|----------------------------|

| | |
|----------------------------|-----------------------------|
| US Bank: | |
| Checking/Payroll | \$422,448.73 |
| Investment | \$6,850,062.44 ¹ |
| Dayton Foundation - TWTH | \$5,470.00 |
| STAR Ohio | \$8,869,086.89 ² |
| PNC Capital - Investments | \$1,355,516.50 ³ |
| PNC Capital - Money Market | \$12,103.44 |
| Paypal | \$3,345.59 |
| Petty Cash | \$550.00 |
| Total Bank Balances | \$17,518,583.59 |
| Outstanding Checks | (\$100,495.50) |
| Deposit in Transit | \$675.81 |
| Receipts to be posted | \$0.00 |
| Fees to be posted | \$405.26 |
| Reconciled Balance | \$17,419,169.16 |

¹ - \$200,000 matured during December. Amount was not reinvested due to some larger expenditures needing to be paid. This will likely be reinvested once tax advances start coming in later this month and next month

² - Average daily rate was 5.57% for the month

³ - \$240,000 matured during December. This was reinvested along with additional funds from the Money Market. Total reinvestment was \$503,799.09.

Washington-Centerville Public Library
Monthly Revenue Statement
For The Month Of December 2023 And Year-to-Date

| 101 - GENERAL FUND | | | | |
|--|------------------------|---------------------------------|--------------------------------|----------------------|
| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
| PUBLIC LIBRARY FUND | \$ 3,345,950.00 | \$ 262,658.88 | \$ 3,035,187.73 | 90.71% |
| GENERAL PROPERTY TAXES | 4,580,609.00 | - | 4,858,703.72 | 106.07% |
| PROPERTY TAX ROLLBACK | 615,000.00 | - | 617,858.21 | 100.46% |
| LOCAL INTERGOVERNMENTAL GRANTS | - | - | 2,000.00 | 0.00% |
| PATRON FINES & FEES | 26,000.00 | 2,221.23 | 30,506.63 | 117.33% |
| COPIER INCOME | 27,600.00 | 2,710.75 | 30,513.61 | 110.56% |
| PASSPORT EXECUTION FEES | 25,000.00 | 1,225.00 | 25,280.00 | 101.12% |
| PASSPORT PHOTOS | 6,000.00 | 330.00 | 5,961.00 | 99.35% |
| PATRON SUPPLIES | 12,500.00 | 1,966.40 | 23,728.19 | 189.83% |
| INTEREST INCOME | 75,000.00 | 43,894.29 | 479,291.02 | 639.05% |
| UNRESTRICTED DONATIONS | 10,000.00 | 2,493.71 | 6,304.47 | 63.04% |
| DONATIONS-RESTRICTED | 30,000.00 | 100.00 | 25,250.00 | 84.17% |
| REFUNDS & REIMBURSEMENTS | 2,500.00 | 241.63 | 15,951.49 | 638.06% |
| MISCELLANEOUS-OTHER | 500.00 | (2.30) | 276.43 | 55.29% |
| TRANSFER IN | - | - | - | 0.00% |
| TOTAL RECEIPTS-GENERAL FUND | \$ 8,756,659.00 | \$ 320,464.59 | \$ 9,159,437.50 | 104.60% |
| 102 - UNCLAIMED FUNDS | | | | |
| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
| REFUNDS & REIMBURSEMENTS | \$ - | \$ - | \$ 183.07 | 0.00% |
| TRANSFER IN | - | - | - | 0.00% |
| TOTAL RECEIPTS-UNCLAIMED FUNDS | \$ - | \$ - | \$ 183.07 | 0.00% |
| 203 - "THE WALL THAT HEALS" FUND | | | | |
| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
| DONATIONS-RESTRICTED | \$ 9,000.00 | \$ (100.00) | \$ 9,000.00 | 100.00% |
| TRANSFER IN | 10,000.00 | - | 10,000.00 | 100.00% |
| TOTAL RECEIPTS-TWTH FUND | \$ 19,000.00 | \$ (100.00) | \$ 19,000.00 | 100.00% |
| 205 - SPECIAL OPERATING FUND | | | | |
| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
| TRANSFER IN | \$ - | \$ - | \$ - | 0.00% |
| TOTAL RECEIPTS-SPECIAL OPERATING FUND | \$ - | \$ - | \$ - | 0.00% |
| 401 - BUILDING FUND | | | | |
| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
| TRANSFERS IN | \$ 1,000,000.00 | \$ 1,000,000.00 | \$ 1,000,000.00 | 100.00% |
| TOTAL RECEIPTS-BUILDING FUND | \$ 1,000,000.00 | \$ 1,000,000.00 | \$ 1,000,000.00 | 100.00% |

Washington-Centerville Public Library
Monthly Revenue Statement
For The Month Of December 2023 And Year-to-Date

450 - PERMANENT IMPROVEMENT - ILS FUND

| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
|--------------------------------|-------------------|---------------------------------|--------------------------------|----------------------|
| TRANSFERS IN | \$ - | \$ - | \$ - | 0.00% |
| TOTAL RECEIPTS-PERM. IMP. FUND | \$ - | \$ - | \$ - | 0.00% |

451 - PERMANENT IMPROVEMENT - TECHNOLOGY FUND

| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
|----------------------------------|-------------------|---------------------------------|--------------------------------|----------------------|
| TRANSFERS IN | \$ - | \$ - | \$ - | 0.00% |
| TOTAL PERM. IMP. FUND-TECHNOLOGY | \$ - | \$ - | \$ - | 0.00% |

898 - DOROTHY R. YECK GOOD LIFE ENDOWMENT

| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
|--------------------------------|-------------------|---------------------------------|--------------------------------|----------------------|
| DONATIONS-RESTRICTED | \$ 5,750.00 | \$ - | \$ 800.00 | 13.91% |
| TOTAL YECK GOOD LIFE ENDOWMENT | \$ 5,750.00 | \$ - | \$ 800.00 | 13.91% |

999 - PAYROLL CLEARING FUND

| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | Collected Percent |
|-----------------------------|------------------------|---------------------------------|--------------------------------|----------------------|
| DEFAULT REVENUE | \$ - | \$ 51,509.47 | \$ 656,320.88 | 0.00% |
| UNUM REVENUE | - | 260.46 | 6,322.00 | 0.00% |
| DELTA REVENUE | - | 1,111.88 | 14,222.09 | 0.00% |
| ANTHEM REVENUE | - | 12,515.00 | 150,969.83 | 0.00% |
| TOTAL PAYROLL CLEARING FUND | \$ - | \$ 65,396.81 | \$ 827,834.80 | 0.00% |
| GRAND TOTAL RECEIPTS | \$ 9,781,409.00 | \$ 1,385,761.40 | \$ 11,007,255.37 | 112.53% |

Washington-Centerville Public Library
Revenue Budget Statement
For The Month Of December 2023 And Year-to-Date

| 101 - GENERAL FUND | | | | | | |
|--------------------------------|---------------------------------|----------------------|-----------------------------|--------------------------|------------------------|-----------------------------|
| | Monthly Estimated Revenue | Monthly Revenue | Favorable/ (Unfavorable) | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) |
| PUBLIC LIBRARY FUND | \$ 288,725.17 | \$ 262,658.88 | \$ (26,066.29) | \$ 3,345,950.00 | \$ 3,035,187.73 | \$ (310,762.27) |
| GENERAL PROPERTY TAXES | - | - | - | 4,580,609.00 | 4,858,703.72 | \$ 278,094.72 |
| PROPERTY TAX ROLLOVER | - | - | - | 615,000.00 | 617,858.21 | \$ 2,858.21 |
| LOCAL INTERGOVERNMENTAL GRANTS | - | - | - | - | 2,000.00 | \$ 2,000.00 |
| PATRON FINES & FEES | 2,166.67 | 2,221.23 | 54.56 | 26,000.00 | 30,506.63 | \$ 4,506.63 |
| COPIER INCOME | 2,300.00 | 2,710.75 | 410.75 | 27,600.00 | 30,513.61 | \$ 2,913.61 |
| PASSPORT EXECUTION FEES | 2,083.33 | 1,225.00 | (858.33) | 25,000.00 | 25,280.00 | \$ 280.00 |
| PASSPORT PHOTOS | 500.00 | 330.00 | (170.00) | 6,000.00 | 5,961.00 | \$ (39.00) |
| PATRON SUPPLIES | 1,041.67 | 1,966.40 | 924.73 | 12,500.00 | 23,728.19 | \$ 11,228.19 |
| INTEREST INCOME | 3,795.00 | 43,894.29 | 40,099.29 | 75,000.00 | 479,291.02 | \$ 404,291.02 |
| UNRESTRICTED DONATIONS | 2,080.00 | 2,493.71 | 413.71 | 10,000.00 | 6,304.47 | \$ (3,695.53) |
| DONATIONS-RESTRICTED | 7,708.41 | 100.00 | (7,608.41) | 30,000.00 | 25,250.00 | \$ (4,750.00) |
| REFUNDS & REIMBURSEMENTS | 394.08 | 241.63 | (152.45) | 2,500.00 | 15,951.49 | \$ 13,451.49 |
| MISCELLANEOUS-OTHER | 58.32 | (2.30) | (60.62) | 500.00 | 276.43 | \$ (223.57) |
| TRANSFER IN | - | - | - | - | - | \$ - |
| TOTAL GENERAL FUND | \$ 310,852.65 | \$ 320,464.59 | \$ 9,611.94 | \$ 8,756,659.00 | \$ 9,159,437.50 | \$ 402,778.50 |

| 102 - UNCLAIMED FUNDS | | | | | | |
|---------------------------------------|---------------------------------|-----------------|-----------------------------|--------------------------|------------------|-----------------------------|
| | Monthly Estimated Revenue | Monthly Revenue | Favorable/ (Unfavorable) | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) |
| REFUNDS & REIMBURSEMENTS | \$ - | \$ - | \$ - | \$ - | \$ 183.07 | \$ 183.07 |
| TRANSFER IN | - | - | - | - | - | \$ - |
| TOTAL RECEIPTS-UNCLAIMED FUNDS | \$ - | \$ - | \$ - | \$ - | \$ 183.07 | \$ 183.07 |

| 203 - "THE WALL THAT HEALS" FUND | | | | | | |
|---|---------------------------------|--------------------|-----------------------------|--------------------------|---------------------|-----------------------------|
| | Monthly Estimated Revenue | Monthly Revenue | Favorable/ (Unfavorable) | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) |
| DONATIONS-RESTRICTED | \$ - | \$ (100.00) | \$ (100.00) | \$ - | \$ 9,000.00 | \$ 9,000.00 |
| TRANSFER IN | - | - | - | - | 10,000.00 | 10,000.00 |
| TOTAL - "THE WALL THAT HEALS" FUND | \$ - | \$ (100.00) | \$ (100.00) | \$ - | \$ 19,000.00 | \$ 19,000.00 |

| 205 - SPECIAL OPERATING FUND | | | | | | |
|--|----------------------|---------------------------------|--------------------------------|--------------------------|-------------|-----------------------------|
| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) |
| TRANSFER IN | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL RECEIPTS-SPECIAL OPERATING FUND | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

| 401 - BUILDING FUND | | | | | | |
|-------------------------------------|----------------------|---------------------------------|--------------------------------|--------------------------|------------------------|-----------------------------|
| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) |
| TRANSFERS IN | \$ - | \$ 1,000,000.00 | \$ 1,000,000.00 | \$ - | \$ 1,000,000.00 | \$ 1,000,000.00 |
| TOTAL RECEIPTS-BUILDING FUND | \$ - | \$ 1,000,000.00 | \$ 1,000,000.00 | \$ - | \$ 1,000,000.00 | \$ 1,000,000.00 |

| 450 - PERMANENT IMPROVEMENT - ILS FUND | | | | | | |
|---|----------------------|---------------------------------|--------------------------------|--------------------------|-------------|-----------------------------|
| | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) |
| TRANSFERS IN | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL RECEIPTS-PERM. IMP. FUND | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

**Washington-Centerville Public Library
Revenue Budget Statement
For The Month Of December 2023 And Year-to-Date**

| 451 - PERMANENT IMPROVEMENT - TECHNOLOGY FUND | | | | | | | |
|---|----------------------|---------------------------------|--------------------------------|--------------------------|------------------|-----------------------------|--|
| TRANSFERS IN TOTAL PERM. IMP. FUND- TECHNOLOGY | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) | |
| | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| | | | | | | | |
| 898 - DOROTHY R. YECK GOOD LIFE ENDOWMENT | | | | | | | |
| DONATIONS-RESTRICTED TOTAL YECK GOOD LIFE ENDOWMENT | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) | |
| | \$ - | \$ - | \$ - | \$ - | \$ 800.00 | \$ 800.00 | |
| | \$ - | \$ - | \$ - | \$ - | \$ 800.00 | \$ 800.00 | |
| | | | | | | | |
| 999 - PAYROLL CLEARING FUND | | | | | | | |
| DEFAULT REVENUE UNUM REVENUE DELTA REVENUE ANTHEM REVENUE TOTAL PAYROLL CLEARING FUND | Estimated Revenue | Month-to-date Actual Revenue | Year-to-date Actual Revenue | YTD Estimated Revenue | YTD Revenue | Favorable/ (Unfavorable) | |
| | \$ - | \$ 51,509.47 | \$ 51,509.47 | \$ - | \$ 656,320.88 | \$ 656,320.88 | |
| | - | 260.46 | 260.46 | - | 6,322.00 | 6,322.00 | |
| | - | 1,111.88 | 1,111.88 | - | 14,222.09 | 14,222.09 | |
| | - | 12,515.00 | 12,515.00 | - | 150,969.83 | 150,969.83 | |
| | \$ - | \$ 65,396.81 | \$ 65,396.81 | \$ - | \$ 827,834.80 | \$ 827,834.80 | |
| | | | | | | | |
| GRAND TOTAL RECEIPTS | \$ 310,852.65 | \$ 1,385,761.40 | \$ 1,074,908.75 | \$ 8,756,659.00 | \$ 11,007,255.37 | \$ 2,250,596.37 | |

1 - Moved a receipt to General Fund. This was an additional receipt received in August. Moving the expenditures to "The Wall That Heals" Fund would have required a supplemental appropriation. Costs had already been paid from General Fund

2 - Took a reduced disbursement from The Dayton Foundation this year. We had built up a balance of about \$4,000 over the years. Expenditures typically are about \$4,800, so this was determined to be the best way to reduce the fund balance

Washington-Centerville Public Library
Expense Account Summary
For the Month of December 2023 and Year-to-Date

| | Combined Appropriation | Combined Month- to-date Expenses | Combined Year-to- date Expenses | Combined Encumbrances | Combined Unencumbered Amount | Combined Expended Percent |
|---|---------------------------|-------------------------------------|------------------------------------|--------------------------|------------------------------------|---------------------------------|
| 101 - GENERAL FUND | | | | | | |
| 1000 SALARIES & BENEFITS | | | | | | |
| 1100 - SALARIES & LEAVE BENEFITS | | | | | | |
| Director/Managers | 580,000.00 | 43,368.51 | 558,546.40 | 0.00 | 21,453.60 | 96.30% |
| Library Specialist | 1,321,500.00 | 97,298.58 | 1,237,780.35 | 0.00 | 83,719.65 | 93.66% |
| Technician | 195,000.00 | 14,849.60 | 191,620.40 | 0.00 | 3,379.60 | 98.27% |
| Public Services Assistant | 383,300.00 | 28,357.32 | 357,939.13 | 0.00 | 25,360.87 | 93.38% |
| Substitute | 73,000.00 | 3,183.77 | 40,369.01 | 0.00 | 32,630.99 | 55.30% |
| Fiscal Officer | 92,000.00 | 7,022.40 | 91,291.20 | 0.00 | 708.80 | 99.23% |
| Administrative Support | 397,500.00 | 24,258.81 | 295,955.59 | 0.00 | 101,544.41 | 74.45% |
| Facilities | 70,500.00 | 5,733.01 | 69,591.54 | 0.00 | 908.46 | 98.71% |
| Library Aides | 132,000.00 | 8,713.24 | 110,608.75 | 0.00 | 21,391.25 | 83.79% |
| Shelving Assistants | 119,000.00 | 7,755.54 | 109,211.43 | 0.00 | 9,788.57 | 91.77% |
| TOTAL SALARIES & LEAVE BENEFITS | 3,363,800.00 | 240,540.78 | 3,062,913.80 | 0.00 | 300,886.20 | 91.06% |
| 1400 - RETIREMENT-OPERS | | | | | | |
| OPERS | 774,062.00 | 54,875.57 | 704,595.12 | 0.00 | 69,466.88 | 91.03% |
| 1600 - INSURANCE BENEFITS | | | | | | |
| Health Insurance | 540,453.36 | 41,703.20 | 477,540.88 | 12,163.04 | 50,749.44 | 90.61% |
| Health Savings Account | 104,600.00 | 7,273.58 | 88,008.47 | 12,091.65 | 4,499.88 | 95.70% |
| Dental Insurance | 23,325.00 | 1,838.34 | 20,067.81 | 3,052.77 | 204.42 | 99.12% |
| Medicare | 48,912.85 | 3,452.70 | 43,570.16 | 0.00 | 5,342.69 | 89.08% |
| Life Insurance | 4,100.98 | 276.99 | 3,295.31 | 57.54 | 748.13 | 81.76% |
| Workers' Compensation | 9,557.00 | 0.00 | 9,557.00 | 0.00 | 0.00 | 100.00% |
| TOTAL INSURANCE BENEFITS | 730,949.19 | 54,544.81 | 642,039.63 | 27,365.00 | 61,544.56 | 87.84% |
| 1900 - OTHER EMPLOYEE BENEFITS | | | | | | |
| Membership Dues | 3,805.00 | 0.00 | 2,795.00 | 324.00 | 686.00 | 81.97% |
| Other Employee Benefits | 4,000.00 | 0.00 | 2,647.14 | 1,352.86 | 0.00 | 100.00% |
| TOTAL OTHER EMPLOYEE BENEFITS | 7,805.00 | 0.00 | 5,442.14 | 1,676.86 | 686.00 | 69.73% |
| TOTAL SALARIES & BENEFITS | 4,876,616.19 | 349,961.16 | 4,414,990.69 | 29,041.86 | 432,583.64 | 90.53% |
| 2000 - SUPPLIES | | | | | | |
| 2100 - GENERAL ADMINISTRATIVE SUPPLIES | | | | | | |
| Office Supplies | 43,626.00 | 3,372.13 | 34,610.71 | 6,630.04 | 2,385.25 | 94.53% |
| Program Supplies | 116,705.89 | 1,255.80 | 53,502.01 | 21,100.34 | 42,103.54 | 63.92% |
| Cataloging/Processing Supplies | 15,660.09 | 1,049.37 | 5,393.16 | 3,665.28 | 6,601.65 | 57.84% |
| Postage | 17,010.00 | 0.00 | 6,510.00 | 0.00 | 10,500.00 | 38.27% |
| Small Tools/Equipment | 3,000.00 | 0.00 | 897.23 | 0.00 | 2,102.77 | 29.91% |
| TOTAL GENERAL ADMIN SUPPLIES | 196,001.98 | 5,677.30 | 100,913.11 | 31,395.66 | 63,693.21 | 51.49% |
| 2200 - PROPERTY MAINTENANCE / REPAIR | | | | | | |
| Property Maintenance & Repair | 1,100.00 | 0.00 | 84.01 | 0.00 | 1,015.99 | 7.64% |
| 2500 - SUPPLIES PURCHASED FOR RESALE | | | | | | |
| Supplies for Resale | 30,362.75 | 0.00 | 20,103.31 | 7,644.20 | 2,615.24 | 91.39% |
| TOTAL SUPPLIES | 227,464.73 | 5,677.30 | 121,100.43 | 39,039.86 | 67,324.44 | 53.24% |
| 3000 - PURCHASED & CONTRACTED SERVICES | | | | | | |
| 3100 - TRAVEL EXPENSES | | | | | | |
| Mileage | 10,077.04 | 734.12 | 6,672.67 | 1,644.40 | 1,759.97 | 82.53% |
| In-House Seminars | 3,750.00 | 0.00 | 2,519.47 | 0.00 | 1,230.53 | 67.19% |
| Conference/Meetings | 15,443.82 | 372.18 | 10,663.16 | 1,125.81 | 3,654.85 | 76.33% |
| TOTAL TRAVEL EXPENSES | 29,270.86 | 1,106.30 | 19,855.30 | 2,770.21 | 6,645.35 | 67.83% |

Washington-Centerville Public Library
Expense Account Summary
For the Month of December 2023 and Year-to-Date

| | Combined Appropriation | Combined Month- to-date Expenses | Combined Year-to- date Expenses | Combined Encumbrances | Combined Unencumbered Amount | Combined Expended Percent |
|--|---------------------------|-------------------------------------|------------------------------------|--------------------------|------------------------------------|---------------------------------|
| 3200 - COMMUNICATION / PRINTING / PUBLICITY | | | | | | |
| Telephone | 8,640.77 | 0.00 | 3,195.58 | 2,404.42 | 3,040.77 | 64.81% |
| Computer Data Line | 52,843.35 | 1,775.49 | 25,562.65 | 13,101.66 | 14,179.04 | 73.17% |
| Security Alarm | 7,500.00 | 0.00 | 3,014.34 | 1,934.33 | 2,551.33 | 65.98% |
| Legal Ads | 2,054.40 | 0.00 | 1,297.12 | 0.00 | 757.28 | 63.14% |
| Marketing & Advertising | 13,260.40 | 120.00 | 13,179.56 | 80.00 | 0.84 | 99.99% |
| Printing/Publications | 40,676.50 | 241.34 | 14,292.24 | 4,326.15 | 22,058.11 | 45.77% |
| TOTAL COMMUNICATION/PRINT/PUBLICITY | 124,975.42 | 2,136.83 | 60,541.49 | 21,846.56 | 42,587.37 | 48.44% |
| 3300 - PROPERTY MAINTENANCE / REPAIR / SECURITY | | | | | | |
| Building & Site Repairs | 186,455.65 | 6,570.73 | 79,787.11 | 72,149.66 | 34,518.88 | 81.49% |
| Equipment Maintenance | 36,034.95 | 1,771.52 | 22,763.26 | 5,187.61 | 8,084.08 | 77.57% |
| Grounds & Snow Removal | 128,167.00 | 0.00 | 39,618.79 | 28,069.64 | 60,478.57 | 52.81% |
| Janitorial Services | 229,151.92 | 19,388.83 | 188,807.71 | 3,648.20 | 36,696.01 | 83.99% |
| Trash Services | 9,340.17 | 932.99 | 9,231.80 | 108.37 | 0.00 | 100.00% |
| TOTAL PROPERTY MAINT/REPAIR/SECURITY | 589,149.69 | 28,664.07 | 340,208.67 | 109,163.48 | 139,777.54 | 76.27% |
| 3400 - INSURANCE | | | | | | |
| Property Insurance | 32,500.00 | 0.00 | 25,270.25 | 0.00 | 7,229.75 | 77.75% |
| 3500 - RENTS & LEASES | | | | | | |
| Rents & Leases | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 3600 - UTILITIES | | | | | | |
| Electricity | 150,723.37 | 4,600.13 | 73,828.69 | 51,901.84 | 24,992.84 | 83.42% |
| Gas | 63,587.13 | 3,402.61 | 43,752.94 | 10,307.74 | 9,526.45 | 85.02% |
| Water/Sewer | 13,200.84 | 1,923.51 | 8,623.51 | 2,350.09 | 2,227.24 | 83.13% |
| TOTAL UTILITIES | 227,511.34 | 9,926.25 | 126,205.14 | 64,559.67 | 36,746.53 | 83.85% |
| 3700 - PROFESSIONAL SERVICES | | | | | | |
| Speakers/Program Stipends | 16,187.89 | 150.00 | 6,900.00 | 215.00 | 9,072.89 | 43.95% |
| Architect/Engineering Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Auditing & Accounting Services | 12,527.44 | 0.00 | 12,263.79 | 0.00 | 263.65 | 97.90% |
| Legal Services | 27,847.50 | 0.00 | 24,971.25 | 506.25 | 2,370.00 | 91.49% |
| Tax Collection Fees | 76,109.93 | 0.00 | 71,235.70 | 0.00 | 4,874.23 | 93.60% |
| Banking Fees | 9,329.44 | 422.00 | 7,507.90 | 1,086.72 | 734.82 | 92.12% |
| TOTAL PROFESSIONAL SERVICES | 142,002.20 | 572.00 | 122,878.64 | 1,807.97 | 17,315.59 | 87.81% |
| 3800 - SOFTWARE MAINTENANCE | | | | | | |
| Software Maintenance | 253,137.44 | 54,632.43 | 235,873.30 | 2,291.03 | 14,973.11 | 94.08% |
| 3900 - OTHER CONTRACTED SERVICES | | | | | | |
| Temporary Contract Services | 43,656.65 | 1,686.48 | 24,914.97 | 2,891.47 | 15,850.21 | 63.69% |
| Online Services | 138,225.12 | 0.00 | 76,761.20 | 2,438.12 | 59,025.80 | 57.30% |
| Collection Development Services | 5,800.00 | 200.00 | 5,089.50 | 400.00 | 310.50 | 94.65% |
| TOTAL OTHER CONTRACTED SERVICES | 187,681.77 | 1,886.48 | 106,765.67 | 5,729.59 | 75,186.51 | 59.94% |
| TOTAL PURCHASED/CONTRACT SERVICES | 1,586,228.72 | 98,924.36 | 1,037,598.46 | 208,168.51 | 340,461.75 | 78.54% |
| 4000 - LIBRARY MATERIALS | | | | | | |
| 4100 - NEW BOOKS | | | | | | |
| New Books | 612,095.69 | 29,790.86 | 412,349.71 | 194,000.46 | 5,745.52 | 99.06% |
| Standing Orders/Continuations | 29,004.83 | 831.17 | 14,806.58 | 7,544.57 | 6,653.68 | 77.06% |
| Book Rentals | 66,629.15 | 130.65 | 61,171.51 | 917.65 | 4,539.99 | 93.19% |
| TOTAL NEW BOOKS | 707,729.67 | 30,752.68 | 488,327.80 | 202,462.68 | 16,939.19 | 69.00% |
| 4200 - PERIODICALS | | | | | | |
| Periodicals | 25,258.35 | 0.00 | 22,183.38 | 0.00 | 3,074.97 | 87.83% |

Washington-Centerville Public Library
Expense Account Summary
For the Month of December 2023 and Year-to-Date

| | Combined Appropriation | Combined Month- to-date Expenses | Combined Year-to- date Expenses | Combined Encumbrances | Combined Unencumbered Amount | Combined Expended Percent |
|--|---------------------------|-------------------------------------|------------------------------------|--------------------------|------------------------------------|---------------------------------|
| 4300 - AUDIO-VISUAL MATERIALS | | | | | | |
| Dvd Movies | 125,015.29 | 5,244.87 | 71,763.63 | 26,124.70 | 27,126.96 | 78.30% |
| Read Along Audiobooks | 26,462.34 | 2,389.76 | 18,641.63 | 7,820.71 | 0.00 | 100.00% |
| CD-Rom | 20,828.43 | 3,941.93 | 15,472.87 | 5,355.56 | 0.00 | 100.00% |
| Books On CD | 40,227.14 | 196.00 | 15,933.16 | 17,229.40 | 7,064.58 | 82.44% |
| Compact Discs | 85.95 | 0.00 | 85.95 | 0.00 | 0.00 | 100.00% |
| Brary Bags | 2,718.79 | 205.65 | 2,064.33 | 654.46 | 0.00 | 100.00% |
| TOTAL AUDIO-VISUAL MATERIALS | 215,337.94 | 11,978.21 | 123,961.57 | 57,184.83 | 34,191.54 | 84.12% |
| 4500 - ONLINE LIBRARY DATABASES | | | | | | |
| Online Subscriptions - Adult | 121,903.55 | 8,830.28 | 121,033.14 | 521.06 | 349.35 | 99.71% |
| Online Subscriptions - Youth | 9,200.27 | 0.00 | 4,264.93 | 0.00 | 4,935.34 | 46.36% |
| TOTAL ONLINE LIBRARY DATABASES | 131,103.82 | 8,830.28 | 125,298.07 | 521.06 | 5,284.69 | 95.57% |
| 4600 - COLLECTION DELIVERY SERVICES | | | | | | |
| Search Ohio Delivery | 12,204.45 | 0.00 | 12,204.45 | 0.00 | 0.00 | 100.00% |
| 4800 - eMATERIALS | | | | | | |
| eBOOKS | 425,942.71 | 45,472.12 | 412,668.95 | 13,261.80 | 11.96 | 100.00% |
| Digital Music Services | 40,000.00 | 0.00 | 39,735.00 | 0.00 | 265.00 | 99.34% |
| Digital Video Services | 135,712.70 | 9,681.54 | 83,807.03 | 16,192.97 | 35,712.70 | 73.69% |
| TOTAL E-MATERIALS | 601,655.41 | 55,153.66 | 536,210.98 | 29,454.77 | 35,989.66 | 89.12% |
| 4900 - LIBRARY MATERIALS-OTHER | | | | | | |
| Special Learning Kits | 38,752.71 | 3,369.10 | 10,282.93 | 15,072.67 | 13,397.11 | 65.43% |
| Board Game Collection | 3,011.86 | 0.00 | 2,146.97 | 0.00 | 864.89 | 71.28% |
| TOTAL LIBRARY MATERIALS - OTHER | 41,764.57 | 3,369.10 | 12,429.90 | 15,072.67 | 14,262.00 | 29.76% |
| TOTAL LIBRARY MATERIALS | 1,735,054.21 | 110,083.93 | 1,320,616.15 | 304,696.01 | 109,742.05 | 93.68% |
| 5000 - CAPITAL OUTLAY | | | | | | |
| Land Improvements | 21,226.99 | 0.00 | 1,226.99 | 0.00 | 20,000.00 | 5.78% |
| Building Improvements | 37,130.00 | 0.00 | 0.00 | 0.00 | 37,130.00 | 0.00% |
| Hardware | 311,172.00 | 2,587.97 | 96,561.88 | 1,832.36 | 212,777.76 | 31.62% |
| Software | 71,450.00 | 0.00 | 6,693.62 | 0.00 | 64,756.38 | 9.37% |
| Office Furniture | 13,675.60 | 0.00 | 6,308.31 | 0.00 | 7,367.29 | 46.13% |
| Library Furniture | 102,585.23 | 0.00 | 20,445.11 | 709.00 | 81,431.12 | 20.62% |
| Library Vehicle | 75,000.00 | 0.00 | 74,823.57 | 132.54 | 43.89 | 99.94% |
| TOTAL CAPITAL OUTLAY | 632,239.82 | 2,587.97 | 206,059.48 | 2,673.90 | 423,506.44 | 32.59% |
| 7000 - OTHER OBJECTS | | | | | | |
| 7100 - DUES & MEMBERSHIPS | | | | | | |
| Organizational Dues | 2,800.00 | 0.00 | 2,175.00 | 0.00 | 625.00 | 77.68% |
| Trustees Dues | 12,000.00 | 0.00 | 11,802.00 | 0.00 | 198.00 | 98.35% |
| TOTAL DUES & MEMBERSHIPS | 14,800.00 | 0.00 | 13,977.00 | 0.00 | 823.00 | 94.44% |
| 7200 - TAXES AND ASSESSMENTS | | | | | | |
| State Sales Tax | 2,162.28 | 0.00 | 1,822.57 | 339.71 | 0.00 | 100.00% |
| TOTAL TAXES AND ASSESSMENTS | 2,162.28 | 0.00 | 1,822.57 | 339.71 | 0.00 | 84.29% |
| 7500 - REFUNDS & REIMBURSEMENTS | | | | | | |
| Patron Refunds | 2,680.24 | 70.94 | 1,721.61 | 934.86 | 23.77 | 99.11% |
| TOTAL REFUNDS & REIMBURSEMENTS | 2,680.24 | 70.94 | 1,721.61 | 934.86 | 23.77 | 64.23% |
| 7900 - MISCELLANEOUS EXPENDITURES | | | | | | |
| Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| TOTAL MISCELLANEOUS EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| TOTAL OTHER OBJECTS | 19,642.52 | 70.94 | 17,521.18 | 1,274.57 | 846.77 | 95.69% |
| 8900 - CONTINGENCY | | | | | | |
| Contingency | 100,000.00 | 0.00 | 0.00 | 0.00 | 100,000.00 | 0.00% |
| TOTAL CONTINGENCY | 100,000.00 | 0.00 | 0.00 | 0.00 | 100,000.00 | 0.00% |
| 9000 - INTERFUND TRANSFERS OUT | | | | | | |
| Transfers To Other Funds | 1,010,000.00 | 1,000,000.00 | 1,010,000.00 | 0.00 | 0.00 | 100.00% |
| TOTAL INTERFUND | 1,010,000.00 | 1,000,000.00 | 1,010,000.00 | 0.00 | 0.00 | 100.00% |
| TOTAL GENERAL FUND | 10,187,246.19 | 1,567,305.66 | 8,127,886.39 | 584,894.71 | 1,474,465.09 | 85.53% |

Washington-Centerville Public Library
Expense Account Summary
For the Month of December 2023 and Year-to-Date

| | Combined Appropriation | Combined Month- to-date Expenses | Combined Year-to- date Expenses | Combined Encumbrances | Combined Unencumbered Amount | Combined Expended Percent |
|--|---------------------------|-------------------------------------|------------------------------------|--------------------------|------------------------------------|---------------------------------|
| 102 - UNCLAIMED FUNDS | | | | | | |
| Interfund Transfers Out | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| TOTAL INTERFUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 203 - "THE WALL THAT HEALS" FUND | | | | | | |
| Director/Manager | 1,022.89 | 1,022.89 | 1,022.89 | 0.00 | 0.00 | 100.00% |
| Library Specialists | 174.50 | 174.50 | 174.50 | 0.00 | 0.00 | 100.00% |
| Administrative Support | 1,335.19 | 1,335.19 | 1,335.19 | 0.00 | 0.00 | 100.00% |
| OPERS | 604.67 | 604.67 | 604.67 | 0.00 | 0.00 | 100.00% |
| Program Supplies | 1,799.78 | 0.00 | 1,799.78 | 0.00 | 0.00 | 100.00% |
| Postage | 63.00 | 0.00 | 63.00 | 0.00 | 0.00 | 100.00% |
| Marketing & Advertising | 469.97 | 0.00 | 469.97 | 0.00 | 0.00 | 100.00% |
| Printing/Publications | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Equipment Rental | 900.00 | 0.00 | 900.00 | 0.00 | 0.00 | 100.00% |
| Speaker Stipends | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00% |
| Other Professional Services | 1,530.00 | 0.00 | 1,530.00 | 0.00 | 0.00 | 100.00% |
| Site Fee | 11,000.00 | 0.00 | 11,000.00 | 0.00 | 0.00 | 100.00% |
| | 19,000.00 | 3,137.25 | 19,000.00 | 0.00 | 0.00 | 100.00% |
| 401 - BUILDING FUND | | | | | | |
| Legal Services | 17,000.00 | 9,460.00 | 15,212.50 | 1,787.50 | 0.00 | 100.00% |
| Legal Advertisements | 5,000.00 | 0.00 | 4,019.36 | 0.00 | 980.64 | 80.39% |
| Architect/Engineering | 146,000.00 | 0.00 | 42,253.14 | 10,746.86 | 93,000.00 | 36.30% |
| Land Improvements | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Buildings | 500,000.00 | 0.00 | 434,094.67 | 0.00 | 65,905.33 | 86.82% |
| Building Improvements | 1,515,000.00 | 72,882.99 | 221,210.69 | 177,739.31 | 1,116,050.00 | 26.33% |
| Furniture & Equipment | 500,000.00 | 0.00 | 0.00 | 0.00 | 500,000.00 | 0.00% |
| TOTAL BUILDING FUND | 2,683,000.00 | 82,342.99 | 716,790.36 | 190,273.67 | 1,775,935.97 | 33.81% |
| 450 - PERMANENT IMPROVEMENT FUND-ILS | | | | | | |
| Software | 52,804.00 | 0.00 | 37,170.55 | 0.00 | 15,633.45 | 70.39% |
| TOTAL PERMANENT IMPROVEMENT FUND-ILS | 52,804.00 | 0.00 | 37,170.55 | 0.00 | 15,633.45 | 70.39% |
| 451 - PERMANENT IMPROVEMENT FUND-TECHNOLOGY | | | | | | |
| Site Preparation | 4,000.00 | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| Hardware | 46,400.00 | 0.00 | 0.00 | 15,000.00 | 31,400.00 | 32.33% |
| Software | 4,000.00 | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| TOTAL PERMANENT IMPROVEMENT FUND-TECHNOLOGY | 54,400.00 | 0.00 | 0.00 | 15,000.00 | 39,400.00 | 27.57% |
| 898-GOOD LIFE PRIVATE PURPOSE FUND | | | | | | |
| Office & Program Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Program Supplies | 9,705.97 | 11.98 | 4,819.78 | 170.20 | 4,715.99 | 51.41% |
| Printing / Publications | 253.24 | 0.00 | 0.00 | 0.00 | 253.24 | 0.00% |
| TOTAL GOOD LIFE PRIVATE PURPOSE FUND | 9,959.21 | 11.98 | 4,819.78 | 170.20 | 4,969.23 | 50.10% |
| 999 PAYROLL CLEARING FUND | | | | | | |
| Default Expense | 0.00 | 51,818.84 | 656,359.64 | 0.00 | -656,359.64 | |
| Unum Expense | 0.00 | 568.95 | 6,135.40 | 0.00 | -6,135.40 | |
| Delta Expense | 0.00 | 1,275.25 | 14,442.22 | 0.00 | -14,442.22 | |
| Anthem Expense | 0.00 | 13,349.16 | 150,969.83 | 0.00 | -150,969.83 | |
| TOTAL PAYROLL CLEARING FUND | 0.00 | 67,012.20 | 827,907.09 | 0.00 | (827,907.09) | |
| GRAND TOTAL ALL APPROPRIATIONS | \$13,006,409.40 | \$1,719,810.08 | \$9,733,574.17 | \$790,338.58 | \$2,482,496.65 | 80.91% |

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of December 2023 and Year-to-Date**

| | Monthly Appropriation | Monthly Expense | Favorable/ (Unfavorable) | YTD Appropriation | YTD Expense | Favorable/ (Unfavorable) |
|---|--------------------------|-------------------|-----------------------------|----------------------|---------------------|-----------------------------|
| 101 - GENERAL FUND | | | | | | |
| 1000 SALARIES & BENEFITS | | | | | | |
| 1100 - SALARIES & LEAVE BENEFITS | | | | | | |
| Director/Managers | 44,615.38 | 43,368.51 | 1,246.87 | 580,000.00 | 558,546.40 | 21,453.60 |
| Library Specialist | 101,653.85 | 97,298.58 | 4,355.27 | 1,321,500.00 | 1,237,780.35 | 83,719.65 |
| Technician | 15,000.00 | 14,849.60 | 150.40 | 195,000.00 | 191,620.40 | 3,379.60 |
| Public Services Assistant | 29,484.62 | 28,357.32 | 1,127.30 | 383,300.00 | 357,939.13 | 25,360.87 |
| Substitute | 5,615.38 | 3,183.77 | 2,431.61 | 73,000.00 | 40,369.01 | 32,630.99 |
| Fiscal Officer | 7,076.92 | 7,022.40 | 54.52 | 92,000.00 | 91,291.20 | 708.80 |
| Administrative Support | 30,576.92 | 24,258.81 | 6,318.11 | 397,500.00 | 295,955.59 | 101,544.41 |
| Facilities | 5,423.08 | 5,733.01 | (309.93) | 70,500.00 | 69,591.54 | 908.46 |
| Library Aides | 10,153.85 | 8,713.24 | 1,440.61 | 132,000.00 | 110,608.75 | 21,391.25 |
| Shelving Assistants | 9,153.85 | 7,755.54 | 1,398.31 | 119,000.00 | 109,211.43 | 9,788.57 |
| TOTAL SALARIES & LEAVE BENEFITS | 258,753.85 | 240,540.78 | 18,213.07 | 3,363,800.00 | 3,062,913.80 | 300,886.20 |
| 1400 - RETIREMENT-OPERS | | | | | | |
| OPERS | 89,017.13 | 54,875.57 | 34,141.56 | 774,062.00 | 704,595.12 | 69,466.88 |
| 1600 - INSURANCE BENEFITS | | | | | | |
| Health Insurance | 45,037.78 | 41,703.20 | 3,334.58 | 540,453.36 | 477,540.88 | 62,912.48 |
| Health Savings Account | 8,716.67 | 7,273.58 | 1,443.09 | 104,600.00 | 88,008.47 | 16,591.53 |
| Dental Insurance | 1,943.75 | 1,838.34 | 105.41 | 23,325.00 | 20,067.81 | 3,257.19 |
| Medicare | 3,762.53 | 3,452.70 | 309.83 | 48,912.85 | 43,570.16 | 5,342.69 |
| Life Insurance | 341.75 | 276.99 | 64.76 | 4,100.98 | 3,295.31 | 805.67 |
| Workers' Compensation | 0.00 | 0.00 | 0.00 | 9,557.00 | 9,557.00 | 0.00 |
| TOTAL INSURANCE BENEFITS | 59,802.47 | 54,544.81 | 5,257.66 | 730,949.19 | 642,039.63 | 88,909.56 |
| 1900 - OTHER EMPLOYEE BENEFITS | | | | | | |
| Membership Dues | 869.23 | 0.00 | 869.23 | 3,805.00 | 2,795.00 | 1,010.00 |
| Other Employee Benefits | 0.00 | 0.00 | 0.00 | 4,000.00 | 2,647.14 | 1,352.86 |
| TOTAL OTHER EMPLOYEE BENEFITS | 869.23 | 0.00 | 869.23 | 7,805.00 | 5,442.14 | 2,362.86 |
| TOTAL SALARIES & BENEFITS | 408,442.68 | 349,961.16 | 58,481.52 | 4,876,616.19 | 4,414,990.69 | 461,625.50 |
| 2000 - SUPPLIES | | | | | | |
| 2100 - GENERAL ADMINISTRATIVE SUPPLIES | | | | | | |
| Office Supplies | 3,635.50 | 3,372.13 | 263.37 | 43,626.00 | 34,610.71 | 9,015.29 |
| Program Supplies | 9,739.80 | 1,255.80 | 8,484.00 | 116,705.89 | 53,502.01 | 63,203.88 |
| Cataloging/Processing Supplies | 783.00 | 1,049.37 | (266.37) | 15,660.09 | 5,393.16 | 10,266.93 |
| Postage | 420.00 | 0.00 | 420.00 | 17,010.00 | 6,510.00 | 10,500.00 |
| Small Tools/Equipment | 250.00 | 0.00 | 250.00 | 3,000.00 | 897.23 | 2,102.77 |
| TOTAL GENERAL ADMIN SUPPLIES | 14,828.30 | 5,677.30 | 9,151.00 | 196,001.98 | 100,913.11 | 95,088.87 |
| 2200 - PROPERTY MAINTENANCE / REPAIR | | | | | | |
| Property Maintenance & Repair | 91.67 | 0.00 | 91.67 | 1,100.00 | 84.01 | 1,015.99 |
| 2500 - SUPPLIES PURCHASED FOR RESALE | | | | | | |
| Supplies for Resale | 4,611.86 | 0.00 | 4,611.86 | 30,362.75 | 20,103.31 | 10,259.44 |
| TOTAL SUPPLIES | 19,531.83 | 5,677.30 | 13,854.53 | 227,464.73 | 121,100.43 | 106,364.30 |
| 3000 - PURCHASED & CONTRACTED SERVICES | | | | | | |
| 3100 - TRAVEL EXPENSES | | | | | | |
| Mileage | 649.70 | 734.12 | (84.42) | 10,077.04 | 6,672.67 | 3,404.37 |
| In-House Seminars | 0.00 | 0.00 | 0.00 | 3,750.00 | 2,519.47 | 1,230.53 |
| Conference/Meetings | 1,631.17 | 372.18 | 1,258.99 | 15,443.82 | 10,663.16 | 4,780.66 |
| TOTAL TRAVEL EXPENSES | 2,280.86 | 1,106.30 | 1,174.56 | 29,270.86 | 19,855.30 | 9,415.56 |
| 3200 - COMMUNICATION / PRINTING / PUBLICITY | | | | | | |
| Telephone | 720.06 | 0.00 | 720.06 | 8,640.77 | 3,195.58 | 5,445.19 |
| Computer Data Line | 4,003.61 | 1,775.49 | 2,228.12 | 52,843.35 | 25,562.65 | 27,280.70 |
| Security Alarm | 625.00 | 0.00 | 625.00 | 7,500.00 | 3,014.34 | 4,485.66 |
| Legal Ads | 171.20 | 0.00 | 171.20 | 2,054.40 | 1,297.12 | 757.28 |
| Marketing & Advertising | 1,060.83 | 120.00 | 940.83 | 13,260.40 | 13,179.56 | 80.84 |
| Printing/Publications | 9,827.59 | 241.34 | 9,586.25 | 40,676.50 | 14,292.24 | 26,384.26 |
| TOTAL | | | | | | |
| COMMUNICATION/PRINT/PUBLICITY | 16,408.30 | 2,136.83 | 14,271.47 | 124,975.42 | 60,541.49 | 64,433.93 |

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of December 2023 and Year-to-Date**

| | Monthly Appropriation | Monthly Expense | Favorable/ (Unfavorable) | YTD Appropriation | YTD Expense | Favorable/ (Unfavorable) |
|--|--------------------------|------------------|-----------------------------|----------------------|---------------------|-----------------------------|
| 3300 - PROPERTY MAINTENANCE / REPAIR / SECURITY | | | | | | |
| Building & Site Repairs | 8,582.53 | 6,570.73 | 2,011.80 | 186,455.65 | 79,787.11 | 106,668.54 |
| Equipment Maintenance | 3,002.91 | 1,771.52 | 1,231.39 | 36,034.95 | 22,763.26 | 13,271.69 |
| Grounds & Snow Removal | 10,680.58 | 0.00 | 10,680.58 | 128,167.00 | 39,618.79 | 88,548.21 |
| Janitorial Services | 19,515.55 | 19,388.83 | 126.72 | 229,151.92 | 188,807.71 | 40,344.21 |
| Trash Services | 745.80 | 932.99 | (187.19) | 9,340.17 | 9,231.80 | 108.37 |
| TOTAL PROPERTY MAINT/REPAIR/SECURITY | 42,527.38 | 28,664.07 | 13,863.31 | 589,149.69 | 340,208.67 | 248,941.02 |
| 3400 - INSURANCE | | | | | | |
| Property Insurance | 1,583.33 | 0.00 | 1,583.33 | 32,500.00 | 25,270.25 | 7,229.75 |
| 3500 - RENTS & LEASES | | | | | | |
| Rents & Leases | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 3600 - UTILITIES | | | | | | |
| Electricity | 13,404.02 | 4,600.13 | 8,803.89 | 150,723.37 | 73,828.69 | 76,894.68 |
| Gas | 7,443.16 | 3,402.61 | 4,040.55 | 63,587.13 | 43,752.94 | 19,834.19 |
| Water/Sewer | 1,800.50 | 1,923.51 | (123.01) | 13,200.84 | 8,623.51 | 4,577.33 |
| TOTAL UTILITIES | 22,647.68 | 9,926.25 | 12,721.43 | 227,511.34 | 126,205.14 | 101,306.20 |
| 3700 - PROFESSIONAL SERVICES | | | | | | |
| Speakers/Program Stipends | 1,378.28 | 150.00 | 1,228.28 | 16,187.89 | 6,900.00 | 9,287.89 |
| Architect/Engineering Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Auditing & Accounting Services | 0.00 | 0.00 | 0.00 | 12,527.44 | 12,263.79 | 263.65 |
| Legal Services | 696.19 | 0.00 | 696.19 | 27,847.50 | 24,971.25 | 2,876.25 |
| Tax Collection Fees | 0.00 | 0.00 | 0.00 | 76,109.93 | 71,235.70 | 4,874.23 |
| Banking Fees | 764.95 | 422.00 | 342.95 | 9,329.44 | 7,507.90 | 1,821.54 |
| TOTAL PROFESSIONAL SERVICES | 2,839.42 | 572.00 | 2,267.42 | 142,002.20 | 122,878.64 | 19,123.56 |
| 3800 - SOFTWARE MAINTENANCE | | | | | | |
| Software Maintenance | 9,552.79 | 54,632.43 | (45,079.64) | 253,137.44 | 235,873.30 | 17,264.14 |
| 3900 - OTHER CONTRACTED SERVICES | | | | | | |
| Temporary Contract Services | 3,205.36 | 1,686.48 | 1,518.88 | 43,656.65 | 24,914.97 | 18,741.68 |
| Online Services | 6,911.26 | 0.00 | 6,911.26 | 138,225.12 | 76,761.20 | 61,463.92 |
| Collection Development Services | 483.33 | 200.00 | 283.33 | 5,800.00 | 5,089.50 | 710.50 |
| TOTAL OTHER CONTRACTED SERVICES | 10,599.95 | 1,886.48 | 8,713.47 | 187,681.77 | 106,765.67 | 80,916.10 |
| TOTAL PURCHASED/CONTRACT SERVICES | 108,439.72 | 98,924.36 | 9,515.36 | 1,586,228.72 | 1,037,598.46 | 548,630.26 |
| 4000 - LIBRARY MATERIALS | | | | | | |
| 4100 - NEW BOOKS | | | | | | |
| New Books | 110,177.22 | 29,790.86 | 80,386.36 | 612,095.69 | 412,349.71 | 199,745.98 |
| Standing Orders/Continuations | 2,417.07 | 831.17 | 1,585.90 | 29,004.83 | 14,806.58 | 14,198.25 |
| Book Rentals | 166.57 | 130.65 | 35.92 | 66,629.15 | 61,171.51 | 5,457.64 |
| TOTAL NEW BOOKS | 112,760.87 | 30,752.68 | 82,008.19 | 707,729.67 | 488,327.80 | 219,401.87 |
| 4200 - PERIODICALS | | | | | | |
| Periodicals | 505.17 | 0.00 | 505.17 | 25,258.35 | 22,183.38 | 3,074.97 |
| 4300 - AUDIO-VISUAL MATERIALS | | | | | | |
| Dvd Movies | 10,417.94 | 5,244.87 | 5,173.07 | 125,015.29 | 71,763.63 | 53,251.66 |
| Read Along Audiobooks | 2,205.20 | 2,389.76 | (184.57) | 26,462.34 | 18,641.63 | 7,820.71 |
| CD-Rom | 1,735.70 | 3,941.93 | (2,206.23) | 20,828.43 | 15,472.87 | 5,355.56 |
| Books On CD | 3,352.26 | 196.00 | 3,156.26 | 40,227.14 | 15,933.16 | 24,293.98 |
| Compact Discs | 7.16 | 0.00 | 7.16 | 85.95 | 85.95 | 0.00 |
| Library Bags | 226.57 | 205.65 | 20.92 | 2,718.79 | 2,064.33 | 654.46 |
| TOTAL AUDIO-VISUAL MATERIALS | 17,944.83 | 11,978.21 | 5,966.62 | 215,337.94 | 123,961.57 | 91,376.37 |
| 4500 - ONLINE LIBRARY DATABASES | | | | | | |
| Online Subscriptions - Adult | 10,971.32 | 8,830.28 | 2,141.04 | 121,903.55 | 121,033.14 | 870.41 |
| Online Subscriptions - Youth | 1,840.05 | 0.00 | 1,840.05 | 9,200.27 | 4,264.93 | 4,935.34 |
| TOTAL ONLINE LIBRARY DATABASES | 12,811.37 | 8,830.28 | 3,981.09 | 131,103.82 | 125,298.07 | 5,805.75 |
| 4600 - COLLECTION DELIVERY SERVICES | | | | | | |
| Search Ohio Delivery | 0.00 | 0.00 | 0.00 | 12,204.45 | 12,204.45 | 0.00 |
| 4800 - eMATERIALS | | | | | | |
| eBOOKS | 8,518.85 | 45,472.12 | (36,953.27) | 425,942.71 | 412,668.95 | 13,273.76 |
| Digital Music Services | 0.00 | 0.00 | 0.00 | 40,000.00 | 39,735.00 | 265.00 |
| Digital Video Services | 0.00 | 9,681.54 | (9,681.54) | 135,712.70 | 83,807.03 | 51,905.67 |
| TOTAL E-MATERIALS | 8,518.85 | 55,153.66 | (46,634.81) | 601,655.41 | 536,210.98 | 65,444.43 |

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of December 2023 and Year-to-Date**

| | Monthly Appropriation | Monthly Expense | Favorable/ (Unfavorable) | YTD Appropriation | YTD Expense | Favorable/ (Unfavorable) |
|---------------------------------------|--------------------------|---------------------|-----------------------------|----------------------|---------------------|-----------------------------|
| 4900 - LIBRARY MATERIALS-OTHER | | | | | | |
| Special Learning Kits | 2,962.78 | 3,369.10 | (406.32) | 38,752.71 | 10,282.93 | 28,469.78 |
| Board Game Collection | 250.99 | 0.00 | 250.99 | 3,011.86 | 2,146.97 | 864.89 |
| TOTAL LIBRARY MATERIALS - OTHER | 3,213.76 | 3,369.10 | (155.34) | 41,764.57 | 12,429.90 | 29,334.67 |
| TOTAL LIBRARY MATERIALS | 155,754.85 | 110,083.93 | 45,670.92 | 1,735,054.21 | 1,320,616.15 | 414,438.06 |
| 5000 - CAPITAL OUTLAY | | | | | | |
| Land Improvements | 1,768.92 | 0.00 | 1,768.92 | 21,226.99 | 1,226.99 | 20,000.00 |
| Building Improvements | 10.83 | 0.00 | 10.83 | 37,130.00 | 0.00 | 37,130.00 |
| Hardware | 17,951.50 | 2,587.97 | 15,363.53 | 311,172.00 | 96,561.88 | 214,610.12 |
| Software | 1,429.00 | 0.00 | 1,429.00 | 71,450.00 | 6,693.62 | 64,756.38 |
| Office Furniture | 1,128.88 | 0.00 | 1,128.88 | 13,675.60 | 6,308.31 | 7,367.29 |
| Library Furniture | 8,548.77 | 0.00 | 8,548.77 | 102,585.23 | 20,445.11 | 82,140.12 |
| Library Vehicle | 0.00 | 0.00 | 0.00 | 75,000.00 | 74,823.57 | 176.43 |
| TOTAL CAPITAL OUTLAY | 30,837.90 | 2,587.97 | 28,249.93 | 632,239.82 | 206,059.48 | 426,180.34 |
| 7000 - OTHER OBJECTS | | | | | | |
| 7100 - DUES & MEMBERSHIPS | | | | | | |
| Organizational Dues | 233.33 | 0.00 | 233.33 | 2,800.00 | 2,175.00 | 625.00 |
| Trustees Dues | 60.00 | 0.00 | 60.00 | 12,000.00 | 11,802.00 | 198.00 |
| TOTAL DUES & MEMBERSHIPS | 293.33 | 0.00 | 293.33 | 14,800.00 | 13,977.00 | 823.00 |
| 7200 - TAXES AND ASSESSMENTS | | | | | | |
| State Sales Tax | 0.00 | 0.00 | 0.00 | 2,162.28 | 1,822.57 | 339.71 |
| TOTAL TAXES AND ASSESSMENTS | 0.00 | 0.00 | 0.00 | 2,162.28 | 1,822.57 | 339.71 |
| 7500 - REFUNDS & REIMBURSEMENTS | | | | | | |
| Patron Refunds | 223.35 | 70.94 | 152.41 | 2,680.24 | 1,721.61 | 958.63 |
| TOTAL REFUNDS & REIMBURSEMENTS | 223.35 | 70.94 | 152.41 | 2,680.24 | 1,721.61 | 958.63 |
| 7900 - MISCELLANEOUS EXPENDITURES | | | | | | |
| Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL MISCELLANEOUS EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER OBJECTS | 516.69 | 70.94 | 445.75 | 19,642.52 | 17,521.18 | 2,121.34 |
| 8900 - CONTINGENCY | | | | | | |
| Contingency | 100,000.00 | 0.00 | 100,000.00 | 100,000.00 | 0.00 | 100,000.00 |
| TOTAL CONTINGENCY | 100,000.00 | 0.00 | 100,000.00 | 100,000.00 | 0.00 | 100,000.00 |
| 9000 - INTERFUND TRANSFERS OUT | | | | | | |
| Transfers To Other Funds | 1,010,000.00 | 1,000,000.00 | 10,000.00 | 1,010,000.00 | 1,010,000.00 | 0.00 |
| TOTAL INTERFUND | 1,010,000.00 | 1,000,000.00 | 10,000.00 | 1,010,000.00 | 1,010,000.00 | 0.00 |
| TOTAL GENERAL FUND | 1,833,523.66 | 1,567,305.66 | 266,218.00 | 10,187,246.19 | 8,127,886.39 | 2,059,359.80 |

**Washington-Centerville Public Library
Expense Budget Summary
For the Month of December 2023 and Year-to-Date**

FOOTNOTES

1 - Salaries and OPERS ended up nearly 10% under budgeted amounts for the year. This was due, in large part, to positions that were initially budgeted to be filled during 2023. However, these positions ended up not being filled. There were also several positions that became vacant during the year which resulted in overall appropriations coming in much lower than anticipated. Insurance expenditures also came in much lower than anticipated. Some of the estimation techniques were changed for 2024. This should result in insurance expenditures being much closer to estimates.

2 - Another area that came in significantly under budget were supplies. Specifically, program supplies were an area that was significantly under budgeted amounts for the year. Part of this was due to some unknowns related to "The Wall That Heals" when appropriations were done for 2023. Many of these costs ended up being paid out of a separate fund. As a result, Public Services and Community Relations Program supplies came in far under anticipated amounts. Budgeted amounts for this year decreased for these two departments by \$18,500.

3 - Supplies Purchased for Resale came in nearly 34% under anticipated amounts for the year. Although Creativity Commons spent about what we had initially budgeted for the year, part of these expenditures were for items ordered in 2022. Community Relations additionally had budgeted \$5,000 for these supplies. As of December 31st, only about half of this amount was even ordered.

4 - Communications and Publicity costs came in significantly under budget for the year. Two areas that may need to be reviewed moving forward are printing/publications and computer data line. Printing and publications did come in less than budgeted amounts as the Calendar of Events did not start until the second half of the year. Computer Data Line likely ended up under budgeted amounts due to negotiated rates through OPLIN being less than initially anticipated

5 - Property Maintenance expenditures were far under budgeted amounts. Part of this relates to the work that has started at Congress Park, but has not been completed and billed. Grounds Maintenance costs were also significantly under budgeted amounts.

6 - Utilities came in pretty significantly under budgeted amounts. The new supplier contractor did not have as great of an effect as initially anticipated. While the budgeted amounts are slightly greater in 2024, this is mainly due to the addition of Congress Park.

7 - Library materials were pretty significantly under budgeted amounts. However, this is mainly due to books that are on order but have not been delivered as of yet. Books came in nearly \$219,000 under budget, but there are over \$202,000 in books that have been ordered/planned for ordering. Audio Visual materials also came in pretty significantly under budget. DVD movies and Books on CD are the main reasons for this.

Washington-Centerville Public Library
Footnotes To The Monthly Financial Statements
For The Month Of December 2023 And Year-To-Date

Year-to-Date - Last Three Years

| | Year to Date | | | | Year to Date | | | |
|-------------------------------------|--------------|-------------|-------------|----------|--------------|-----------|-------------|----------|
| | 2023 | 2022 | \$ Change | % Change | 2022 | 2021 | \$ Change | % Change |
| GENERAL FUND: | | | | | | | | |
| REVENUE | | | | | | | | |
| Public Library Fund | 3,035,188 | 3,093,824 | (58,636) | -1.9% | 3,093,824 | 2,735,844 | 357,980 | 13.1% |
| Operating Levy | 5,476,562 | 5,418,638 | 57,924 | 1.1% | 5,418,638 | 5,322,248 | 96,390 | 1.8% |
| Federal, State and Local Grants | 2,000 | 3,750 | (1,750) | -46.7% | 3,750 | - | 3,750 | |
| Patron Fines, Fees, Patron Supplies | 118,614 | 110,245 | 8,369 | 7.6% | 110,245 | 96,935 | 13,310 | 13.7% |
| Interest Income | 479,291 | 37,595 | 441,696 | 1174.9% | 91,673 | 30,308 | 61,365 | 202.5% |
| Donations | 31,554 | 61,867 | (30,313) | -49.0% | 61,867 | 29,020 | 32,847 | 113.2% |
| Refunds/Reimbursements | 15,951 | 39,978 | (24,027) | -60.1% | 39,978 | 40,868 | (890) | -2.2% |
| Miscellaneous | 276 | 327 | (51) | -15.5% | 327 | 499,275 | (498,948) | -99.9% |
| Total Revenue | 9,159,438 | 8,766,224 | 393,214 | 4.5% | 8,820,302 | 8,754,498 | 65,804 | 0.8% |
| EXPENDITURES | | | | | | | | |
| Salaries | 3,062,914 | 2,878,232 | 184,682 | 6.4% | 2,878,232 | 2,607,825 | 270,407 | 10.4% |
| Retirement | 704,595 | 641,784 | 62,811 | 9.8% | 641,784 | 590,242 | 51,542 | 8.7% |
| Insurance & Other Benefits | 647,482 | 578,805 | 68,677 | 11.9% | 578,805 | 556,336 | 22,469 | 4.0% |
| Supplies | 121,100 | 117,009 | 4,091 | 3.5% | 117,009 | 75,361 | 41,648 | 55.3% |
| Purchased / Contract Services | 1,037,598 | 1,149,511 | (111,913) | -9.7% | 1,149,511 | 876,290 | 273,221 | 31.2% |
| Library Materials | 1,320,616 | 1,236,717 | 83,899 | 6.8% | 1,236,717 | 1,167,773 | 68,944 | 5.9% |
| Capital Outlay | 206,059 | 208,534 | (2,475) | -1.2% | 208,534 | 108,020 | 100,514 | 93.1% |
| Other Expenditures | 17,521 | 14,741 | 2,780 | 18.9% | 14,741 | 43,715 | (28,974) | -66.3% |
| Transfers to Other Funds | 1,010,000 | 3,000,170 | (1,990,170) | -66.3% | 3,000,170 | 20,000 | 2,980,170 | 14900.8% |
| Total Expenditures | 8,127,886 | 9,825,502 | (1,697,616) | -17.3% | 9,825,502 | 6,045,561 | 3,779,941 | 62.5% |
| Net Change in Fund Balance | 1,031,551 | (1,059,278) | 2,090,829 | | (1,005,200) | 2,708,937 | (3,714,137) | |

Budget versus Actual - Month and Year-to-Date

| | Month | | | | Year to Date | | | |
|-------------------------------------|--------------------|--------------------|--------------------------------|-------------------------------|--------------------|------------------|--------------------------------|-------------------------------|
| | Budget | Actual | \$ Favorable/ (Unfavorable) | % Favorable/ (Unfavorable) | Budget | Actual | \$ Favorable/ (Unfavorable) | % Favorable/ (Unfavorable) |
| GENERAL FUND: | | | | | | | | |
| REVENUE | | | | | | | | |
| Public Library Fund | 288,725 | 262,659 | (26,066) | -9.0% | 3,345,950 | 3,035,188 | (310,762) | -9.3% |
| Operating Levy | 0 | 0 | 0 | | 5,195,609 | 5,476,562 | 280,953 | 5.4% |
| Federal, State and Local Grants | 0 | 0 | 0 | | 0 | 2,000 | 2,000 | |
| Patron Fines, Fees, Patron Supplies | 8,092 | 11,078 | 2,987 | 36.9% | 97,100 | 118,614 | 21,514 | 22.2% |
| Interest Income | 3,795 | 43,894 | 40,099 | 1056.6% | 75,000 | 479,291 | 404,291 | 539.1% |
| Donations | 9,788 | 2,594 | (7,195) | -73.5% | 40,000 | 31,554 | (8,446) | -21.1% |
| Refunds/Reimbursements | 394 | 242 | (152) | -38.7% | 2,500 | 15,951 | 13,451 | 538.1% |
| Miscellaneous | 58 | -2 | (61) | -103.9% | 500 | 276 | (224) | -44.7% |
| Total Revenue | 310,853 | 320,465 | 9,612 | 3.1% | 8,756,659 | 9,159,438 | 402,779 | 4.6% |
| EXPENDITURES | | | | | | | | |
| Salaries | 258,754 | 240,541 | 18,213 | 7.0% | 3,363,800 | 3,062,914 | 300,886 | 8.9% |
| Retirement | 89,017 | 54,876 | 34,142 | 38.4% | 774,062 | 704,595 | 69,467 | 9.0% |
| Insurance & Other Benefits | 60,672 | 54,545 | 6,127 | 10.1% | 738,754 | 647,482 | 91,272 | 12.4% |
| Supplies | 19,532 | 5,677 | 13,855 | 70.9% | 227,465 | 121,100 | 106,364 | 46.8% |
| Purchased / Contract Services | 108,440 | 98,924 | 9,515 | 8.8% | 1,586,229 | 1,037,598 | 548,630 | 34.6% |
| Library Materials | 155,755 | 110,084 | 45,671 | 29.3% | 1,735,054 | 1,320,616 | 414,438 | 23.9% |
| Capital Outlay | 30,838 | 2,588 | 28,250 | 91.6% | 632,240 | 206,059 | 426,180 | 67.4% |
| Other Expenditures | 517 | 71 | 446 | 86.3% | 19,643 | 17,521 | 2,121 | 10.8% |
| Contingency | 100,000 | 0 | 100,000 | 100.0% | 100,000 | 0 | 100,000 | 100.0% |
| Transfers to Other Funds | 1,010,000 | 1,000,000 | 10,000 | 1.0% | 1,010,000 | 1,010,000 | 0 | 0.0% |
| Total Expenditures | 1,833,524 | 1,567,306 | 266,218 | -14.5% | 10,187,246 | 8,127,886 | 2,059,360 | 20.2% |
| Net Change in Fund Balance | (1,522,671) | (1,246,841) | 275,830 | | (1,430,587) | 1,031,551 | 2,462,138 | |

Washington-Centerville Public Library
Listing of Investments
For the Month Ended December 31, 2023

| US BANK INVESTMENTS | | | | | |
|---------------------------------|-------------------------------|-------|---------------|-------------------------------|----------------------------|
| CUSIP # | Par Value | Rate | Maturity Date | Purchase Price | Anticipated Annual Income |
| Fannie Mae | | | | | |
| 3135GAC25 | \$ 300,000.00 | 0.31% | 6/24/2024 | \$ 300,000.00 | \$ 930.00 |
| 3135G0V34 | \$ 408,000.00 | 2.50% | 2/5/2024 | \$ 399,993.00 | \$ 5,100.00 |
| Freddie Mac | | | | | |
| 3134H1FC2 | \$ 700,000.00 | 6.00% | 10/26/2027 | \$ 700,000.00 | \$ 42,000.00 |
| Federal Home Loan Bank | | | | | |
| 3130ALES9 | \$ 600,000.00 | 0.33% | 8/26/2024 | \$ 600,000.00 | \$ 990.00 |
| 3130ALTL8 | \$ 500,000.00 | 0.30% | 1/23/2024 | \$ 500,000.00 | \$ 750.00 |
| 3130ANHL7 | \$ 800,000.00 | 0.40% | 5/24/2024 | \$ 800,000.00 | \$ 3,200.00 |
| 3130ASYG8 | \$ 250,000.00 | 3.50% | 8/28/2024 | \$ 250,000.00 | \$ 8,750.00 |
| 3130AKWM4 | \$ 300,000.00 | 0.30% | 11/26/2024 | \$ 300,000.00 | \$ 1,125.00 |
| 3130AUEZ3 | \$ 200,000.00 | 5.22% | 1/27/2025 | \$ 200,000.00 | \$ 10,440.00 |
| 3130AS2V0 | \$ 500,000.00 | 3.33% | 5/23/2025 | \$ 500,000.00 | \$ 16,650.00 |
| 3130ASXZ7 | \$ 500,000.00 | 3.60% | 8/28/2025 | \$ 500,000.00 | \$ 18,000.00 |
| 3130AW3Z1 | \$ 500,000.00 | 5.00% | 5/22/2026 | \$ 500,069.44 | \$ 25,000.00 |
| 3135GAKB6 | \$ 300,000.00 | 5.63% | 11/24/2026 | \$ 300,000.00 | \$ 16,734.38 |
| 3130ASY94 | \$ 250,000.00 | 4.20% | 8/25/2027 | \$ 250,000.00 | \$ 10,500.00 |
| 3130ASZ77 | \$ 250,000.00 | 4.00% | 8/25/2027 | \$ 250,000.00 | \$ 10,000.00 |
| 3130AXHF8 | \$ 500,000.00 | 6.05% | 10/26/2028 | \$ 500,000.00 | \$ 30,250.00 |
| | <u>\$ 6,858,000.00</u> | | | <u>\$ 6,850,062.44</u> | <u>\$ 200,419.38</u> |
| PNC CAPITAL | | | | | |
| CUSIP # | Par Value | Rate | Maturity Date | Purchase Price | Anticipated Annual Income |
| Federal Farm Credit Bank | | | | | |
| 3133EMTD4 | \$ 250,000.00 | 0.37% | 3/15/2024 | \$ 250,411.11 | \$ 462.50 |
| Freddie Mac | | | | | |
| 3134GXDZ4 | \$ 600,000.00 | 0.45% | 11/25/2024 | \$ 601,244.70 | \$ 2,700.00 |
| US Treasury Notes | | | | | |
| 91282CGD7 | \$ 150,000.00 | 4.25% | 12/31/2024 | \$ 152,264.27 | \$ 6,375.00 |
| 91282CGN5 | \$ 150,000.00 | 4.63% | 2/28/2025 | \$ 151,984.62 | \$ 6,937.50 |
| 91282CHD6 | \$ 200,000.00 | 4.25% | 5/31/2025 | \$ 199,550.20 | \$ 8,500.00 |
| Total PNC | <u>\$ 1,350,000.00</u> | | | <u>\$ 1,355,454.90</u> | <u>\$ 24,975.00</u> |
| Total | \$ 8,208,000.00 | | | \$ 8,205,517.34 | \$ 225,394.38 |

Washington-Centerville Public Library
Investment Schedules
For the Month Ended December 31, 2023

Interest Income - Year-to-Date

| | US Bank | PNC | STAR | Total |
|--------------|--------------|--------------|---------------|---------------|
| 2023 | \$ 82,110.07 | \$ 16,921.99 | \$ 380,258.96 | \$ 479,291.02 |
| 2022 | \$ 34,144.28 | \$ 6,094.47 | \$ 51,434.14 | \$ 91,672.89 |
| Change - YTD | \$ 47,965.79 | \$ 10,827.52 | \$ 328,824.82 | \$ 387,618.13 |

Interest Income Schedule - Next Twelve Months

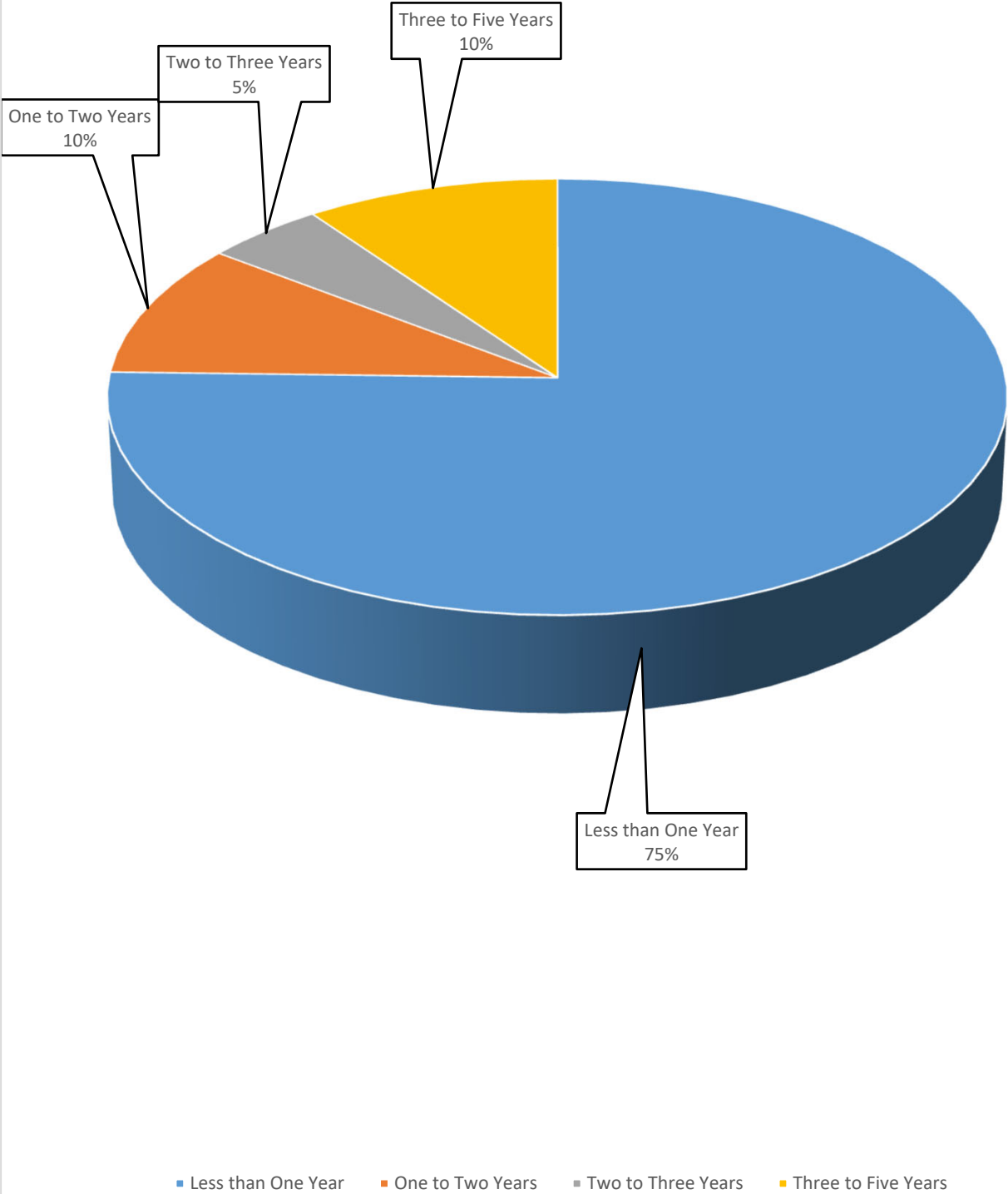
| | US Bank | PNC | STAR (1) | Total |
|-----------|----------------------|---------------------|----------------------|----------------------|
| January | \$ 5,970.00 | \$ 3,187.50 | \$ 38,358.31 | \$ 47,515.81 |
| February | \$ 31,765.00 | \$ 3,468.75 | \$ 36,782.57 | \$ 72,016.32 |
| March | \$ - | \$ 462.50 | \$ 36,943.50 | \$ 37,406.00 |
| April | \$ 36,125.00 | \$ - | \$ 37,105.12 | \$ 73,230.12 |
| May | \$ 29,121.88 | \$ 5,600.00 | \$ 37,267.46 | \$ 71,989.34 |
| June | \$ 465.00 | \$ - | \$ 37,430.50 | \$ 37,895.50 |
| July | \$ 5,220.00 | \$ 3,187.50 | \$ 34,013.86 | \$ 42,421.36 |
| August | \$ 25,675.00 | \$ 3,468.75 | \$ 34,148.50 | \$ 63,292.25 |
| September | \$ - | \$ - | \$ 34,283.67 | \$ 34,283.67 |
| October | \$ 36,125.00 | \$ - | \$ 34,419.37 | \$ 70,544.37 |
| November | \$ 29,487.50 | \$ 5,600.00 | \$ 34,555.62 | \$ 69,643.12 |
| December | \$ 465.00 | \$ - | \$ 34,692.40 | \$ 35,157.40 |
| | \$ 200,419.38 | \$ 24,975.00 | \$ 430,000.88 | \$ 655,395.26 |

1 - STAR Ohio Interest rates projected at 5.25% through May, 4.75% for June through December 2024

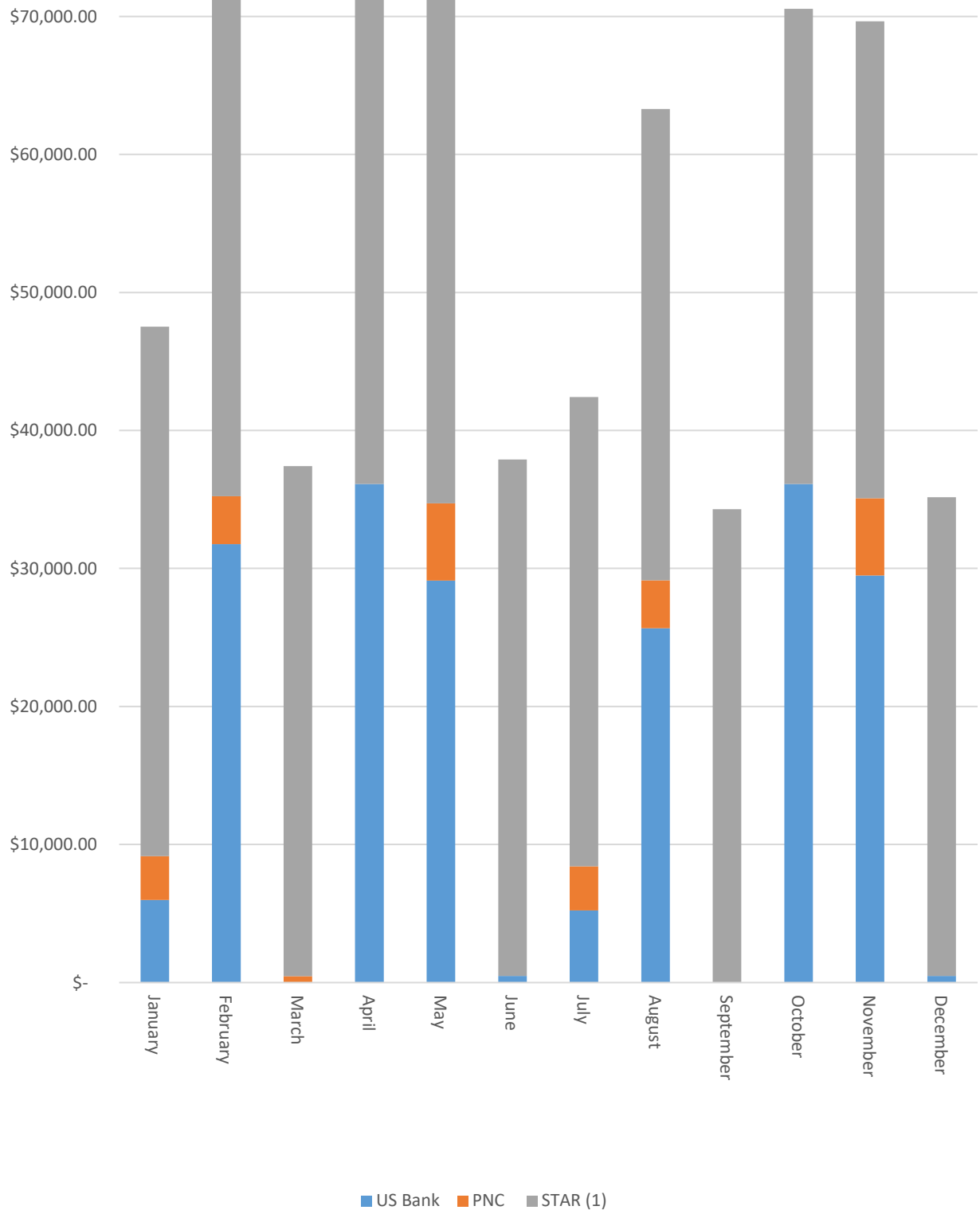
Investment Maturity Summary

| Agency | Less than One Year | One to Two Years | Two to Three Years | Three to Five Years | Total |
|--------------------------|-----------------------|---------------------|-----------------------|------------------------|----------------------|
| STAR Ohio | \$ 8,869,087 | \$ - | \$ - | \$ - | \$ 8,869,087 |
| Money Market | \$ 12,103 | \$ - | \$ - | \$ - | \$ 12,103 |
| Fannie Mae | \$ 708,000 | \$ - | \$ - | \$ - | \$ 708,000 |
| Federal Farm Credit Bank | \$ 250,000 | \$ - | \$ - | \$ - | \$ 250,000 |
| Federal Home Loan Bank | \$ 2,450,000 | \$ 1,200,000 | \$ 800,000 | \$ 1,000,000 | \$ 5,450,000 |
| Freddie Mac | \$ 600,000 | \$ - | \$ - | \$ 700,000 | \$ 1,300,000 |
| US Treasury Notes | \$ - | \$ 500,000 | \$ - | \$ - | \$ 500,000 |
| Total | \$ 12,889,190 | \$ 1,700,000 | \$ 800,000 | \$ 1,700,000 | \$ 17,089,190 |

Investment Laddering - Including STAR Ohio and PNC Money Market



Monthly Projected Investment Income - Next Twelve Months



APPENDED TO JANUARY 17, 2024 FINANCIAL REPORT
Washington-Centerville Public Library

ITEM A: Personnel Actions:

Hiring

- None

Promotions

- None

End of Provisionary

- None

Change in Status

- None

Retirement

- None

Resignation/Termination

- Kyle Knepp, Public Services Team Liaison, 1/11/24
- Deidra Zelik, Public Services Library Aide, 1/17/24
- Shelby Quinlivan, Community Relations & Development Manager, 1/18/24

EXPENDITURES FOR APPROVAL AT JANUARY MEETING

January 16, 2024

CURRENT EXPENDITURES

GENERAL FUND:

| | |
|--|-----------|
| A.J. Schwab - employee mileage reimbursement | 12.33 |
| Baker & Taylor Books – books & AV materials | 696.38 |
| Brodart –books | 57,794.07 |
| Caitlin Spratt - employee mileage reimbursement | 6.29 |
| CDW-G - cat6 network cabling - CP | 395.94 |
| Centerville Landscaping - grounds maintenance | 3,760.00 |
| Chard Snyder - Cobra admin fee | 125.00 |
| Charlette Jouan - employee reimbursement for prgram | 25.98 |
| Charter Communications - utilities | 512.41 |
| Christy Ott - employee mileage reimbursement | 21.39 |
| Cintas - facilities maintenance | 724.92 |
| Darrilynn Brewster – employee mileage reimbursement | 24.76 |
| Dave Kent – employee mileage reimbursement | 15.85 |
| Debe Dockins – employee mileage reimbursement | 9.96 |
| Donnellon McCarthy - copier maintenance | 233.88 |
| DSS - December parking lot sweeping service | 155.10 |
| Gleason Property Services LLC - cleaning services | 12,200.00 |
| Gary Berry – employee mileage reimbursement | 124.43 |
| Gregg McCullough – employee mileage reimbursement | 8.78 |
| Innovative - Sierra Training Workshop | 8,000.00 |
| Jamie Garcia – employee mileage reimbursement | 9.30 |
| Jenelle Allen – employee mileage reimbursement | 8.38 |
| John Monteith – employee mileage reimbursement | 20.04 |
| Julie Stanton – employee mileage reimbursement | 4.20 |
| Kanopy - videos | 1,480.00 |
| Katherine Watson – employee mileage reimbursement | 39.43 |
| Kathy O'Neill – employee mileage reimbursement | 4.20 |
| Kevin Risner – employee mileage reimbursement | 8.85 |
| Kyle Knepp – employee mileage reimbursement | 22.27 |
| Laura Fitzpatrick – employee mileage reimbursement | 2.29 |
| Lauren Barrera – employee mileage reimbursement | 4.20 |
| Library Ideas - VOX & freegal music subscription | 41,617.34 |
| Midwest Tape – AV materials | 17,567.18 |
| ODP - office supplies | 858.92 |
| OverDrive - eBooks | 1,271.27 |
| Parallel Technologies -CV internal router replacement | 1,286.42 |
| Playaway - launch pads | 5,953.64 |
| Rachael Ward - employee mileage reimbursement | 5.50 |
| Rachel Knight - employee mileage reimbursement | 6.09 |
| Rush Transportation – contracted services for daily deliveries | 1,090.81 |
| Ruth Anne Attalla - employee mileage reimbursement | 12.90 |

| | |
|---|----------------------|
| Safeguard - end of year forms | 126.04 |
| Shelly Peresie - employee mileage reimbursement | 12.60 |
| Springshare LLC - LibCal Events and Room Booking Software | 1,998.00 |
| South Community - fees for employee assistance | 202.50 |
| Staples – office supplies | 152.50 |
| Structured Employees Benefits of Ohio - group life insurance premiums | 276.99 |
| Tammy Simpson - employee mileage reimbursement | 4.59 |
| Trigon - maker space consumables | 2,482.13 |
| Virginia Giron - patron refund | 37.99 |
| Unique - recovery & collection fees | 335.30 |
| United Art and Education - program supplies | 14.37 |
| William Menker - employee reimbursement | 94.95 |
| TOTAL CURRENT EXPENDITURES—GENERAL FUND | \$ 161,858.66 |

PAYROLL:

| | |
|----------------------|----------------------|
| Payroll #26 | \$ 123,864.47 |
| Payroll #1 | \$ 120,557.13 |
| TOTAL PAYROLL | \$ 244,421.60 |

EXPENDITURES SINCE LAST BOARD MEETING

MISCELLANEOUS:

| | |
|--|-----------|
| AES Ohio – utilities | 2,607.15 |
| Amazon.com – AV materials & books | 6,372.16 |
| AT&T – telephone service | 305.53 |
| Bricker Graydon - construction counsel | 9,460.00 |
| CenterPoint Energy- utilities | 3,894.40 |
| Centerville City Schools -Dec health insurance premiums | 41,703.20 |
| Charter Communications - utilities | 969.27 |
| Co Card - credit card service fees | 353.25 |
| Creative Impressions - printed materials | 2,729.00 |
| Dell - additional MS 365 license subscription | 750.37 |
| Delta Dental - dental premiums | 1,838.34 |
| Demco - book mending supplies | 729.53 |
| Digital Fringe - printed materials | 119.41 |
| Health Equity - January HSA employer contribution | 7,133.47 |
| Home Depot - facilities maintenance | 1,420.30 |
| Jewish Federation of Greater Dayton - Jewish book fair sponsor 2024 | 500.00 |
| Kroger - meeting/program supplies | 782.78 |
| Level 3 Communications, LLC - phone service | 398.02 |
| Lowe's - facilities maintenance | 1,532.77 |
| OPERS – employer pick-up & match | 55,480.24 |
| PayPal, Inc. - monthly credit card processing fee | 39.90 |
| Rachel D. Bradshaw - artist's workshop | 150.00 |
| Rieck - installing aux drain pan for DX split systems and sealing plenum | 6,140.00 |
| Rumpke - trash services | 914.66 |

| | |
|---|-----------------------------|
| Sam's Club - program supplies | 272.72 |
| Starco Inc. - HVAC project @ CV | 155,820.33 |
| T-Mobile - hotspots | 660.10 |
| Today's Business Solutions, Inc. - processing charges for patron faxing | 123.12 |
| Transformations Plus - carpet cleaning service | 1,396.50 |
| Treasurer, State of Ohio - CV boiler inspection | 136.50 |
| UPS - shipping fees | 53.37 |
| U.S. Bank – program supplies, books, cataloging supplies | 7,811.77 |
| U. S. Bank—employer share of Medicare | 3,462.61 |
| U. S. Bank – banking fees | 824.39 |
| Woodhull - copier maintenace | 1,232.04 |
| WYSO - advertising | 120.00 |
| TOTAL MISCELLANEOUS | <u>\$ 318,237.20</u> |
| GRAND TOTAL JANUARY MEETING | <u><u>\$ 724,517.46</u></u> |

January 2024

New Business

2024 LISTING OF COMMITTEES
Washington-Centerville Public Library

| Committee | 2024 Committee Members |
|--|-------------------------------|
| Executive Committee (President, Vice President, Secretary) | |
| President | Barbara Denison |
| Vice President | Randell Bowling |
| Secretary | Carleen Suttman |
| Finance Committee (at least 3 Trustees) | |
| Chair | Carleen Suttman |
| | Randell Bowling |
| | Carol Herrick |
| Personnel Committee (2 trustees, President) | |
| Chair | Randell Bowling |
| | Carol Herrick |
| | Barbara Denison |
| Foundation Committee (3 Trustees) Liaison to Foundation Board and Friends of WCPL (Foundation | |
| Chair | Liz Cline |
| Co-Chair | Carleen Suttman |
| | Barbara Denison |
| Nominating Committee (2 Trustees) | |
| Chair | Liz Cline |
| | Carleen Suttman |
| | Rick Talda |
| Trustee Interview Committee (at least 2 trustees) | |
| Chair | Carol Herrick |
| | Elizabeth Cline |
| | Ram Nunna |
| Long-Range Facilities Planning Committee (at least 3 trustees) | |
| Chair | Ram Nunna |
| | Rick Talda |
| | Randell Bowling |
| Negotiating Committee (if needed) | |
| | Barbara Denison |

Other Committees - as needed

December 2023

Monthly Statistics

MONTHLY STATISTICS

| | CENTERVILLE | | | WOODBOURNE | | | CREATIVITY COMMONS* | | | COMBINED | | |
|--|--------------|--------------|--------|---------------|--------------|---------|---------------------|--------------|---------|----------------|----------------|--------|
| | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) |
| CIRCULATION | | | | | | | | | | | | |
| Physical Circulation | 52,862 | 52,507 | -0.7% | 36,672 | 36,529 | -0.4% | 1 | 1 | 0.0% | 89,537 | 89,039 | -0.6% |
| Digital Circulation | | | | | | | | | | 32,809 | 39,748 | 21.1% |
| SearchOhio Borrowed | | | | | | | | | | 1,252 | 1,041 | -16.9% |
| Total Circulation | | | | | | | | | | 123,598 | 129,828 | 5.0% |
| APPLICANT REGISTRATION | | | | | | | | | | | | |
| Total Registrations | 251 | 217 | -13.5% | 146 | 114 | -21.9% | 6 | 8 | 33.3% | 403 | 339 | -15.9% |
| LIBRARY CARDHOLDERS | | | | | | | | | | | | |
| Centerville / Washington Township | | | | | | | | | | 35,703 | 34,441 | -3.5% |
| Montgomery County | | | | | | | | | | 22,130 | 20,024 | -9.5% |
| Other County | | | | | | | | | | 11,614 | 11,383 | -2.0% |
| Other | | | | | | | | | | 61 | 60 | -1.6% |
| Total Library Cardholders | | | | | | | | | | 69,508 | 65,908 | -5.2% |
| VISITORS | | | | | | | | | | | | |
| Building Visitors | 14,948 | 14,949 | 0.0% | 10,274 | 10,842 | 5.5% | 1,499 | 1,586 | 5.8% | 26,721 | 27,377 | 2.5% |
| Website Visitors | | | | | | | | | | 64,153 | 141,500 | 120.6% |
| Total Building / Website Visitors | | | | | | | | | | 90,874 | 168,877 | 85.8% |
| PATRON ASSISTANCE--ALL DEPT. | | | | | | | | | | | | |
| Total Patron Assistance | 2,311 | 2,005 | -13.2% | 2,024 | 1,914 | -5.4% | 1,650 | 1,697 | 2.8% | 5,985 | 5,616 | -6.2% |
| PROGRAMS | | | | | | | | | | | | |
| Adult/General Programs | 3 | 5 | 66.7% | 14 | 11 | -21.4% | 7 | 4 | -42.9% | 28 | 31 | 10.7% |
| Adult/General Program Attendees | 16 | 69 | 331.3% | 291 | 150 | -48.5% | 40 | 18 | -55.0% | 401 | 576 | 43.6% |
| Children's Programs | 24 | 16 | -33.3% | 24 | 16 | -33.3% | 0 | 0 | #DIV/0! | 68 | 54 | -20.6% |
| Children's Program Attendees | 543 | 486 | -10.5% | 394 | 437 | 10.9% | 0 | 0 | #DIV/0! | 1,319 | 1,668 | 26.5% |
| Teen Programs | 6 | 3 | -50.0% | 2 | 0 | -100.0% | 0 | 0 | #DIV/0! | 8 | 3 | -62.5% |
| Teen Program Attendees | 95 | 74 | -22.1% | 74 | 0 | -100.0% | 0 | 0 | #DIV/0! | 169 | 74 | -56.2% |
| Total Library Programs | 33 | 24 | -27.3% | 40 | 27 | -32.5% | 7 | 4 | -42.9% | 104 | 88 | -15.4% |
| Total Library Program Attendees | 654 | 629 | -3.8% | 759 | 587 | -22.7% | 40 | 18 | -55.0% | 1,889 | 2,318 | 22.7% |
| ELECTRONIC DATABASE USAGE | | | | | | | | | | | | |
| | Users/Month | | | Queries/Month | | | | | | | | |
| Library-Owned Databases* | 1,471 | 1,688 | 14.8% | 2,555 | 2,621 | 2.6% | | | | | | |
| OPLIN Databases* | | | | 2,345 | 2,887 | 23.1% | | | | | | |
| Total All Databases | 1,471 | 1,688 | 14.8% | 4,900 | 5,508 | 12.4% | | | | | | |

MONTHLY CIRCULATION

| | CENTERVILLE | | | WOODBOURNE | | | CREATIVITY COMMONS* | | | COMBINED | | |
|--|---------------|---------------|--------|---------------|---------------|--------|---------------------|----------|---------|---------------|---------------|--------|
| | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) |
| PRINT CIRCULATION | | | | | | | | | | | | |
| Adult Books | 15,627 | 15,882 | 1.6% | 11,123 | 11,776 | 5.9% | 1 | 1 | 0.0% | 26,751 | 27,659 | 3.4% |
| Juvenile Books | 21,130 | 19,943 | -5.6% | 13,705 | 13,164 | -3.9% | 0 | 0 | #DIV/0! | 34,835 | 33,107 | -5.0% |
| Off Line Transactions | | | | | | | | | | 9 | 2 | -77.8% |
| Periodicals | 1,685 | 1,812 | 7.5% | 1,056 | 1,198 | 13.4% | 0 | 0 | #DIV/0! | 2,741 | 3,010 | 9.8% |
| Young Adult Books | 1,550 | 1,629 | 5.1% | 1,022 | 1,057 | 3.4% | 0 | 0 | #DIV/0! | 2,572 | 2,686 | 4.4% |
| Total Print Circulation | 39,992 | 39,266 | -1.8% | 26,906 | 27,195 | 1.1% | 1 | 1 | 0.0% | 66,908 | 66,464 | -0.7% |
| AV CIRCULATION | | | | | | | | | | | | |
| Audiobooks | 1,581 | 1,825 | 15.4% | 1,532 | 1,517 | -1.0% | | | | 3,113 | 3,342 | 7.4% |
| Movies (DVDs/Blu-rays) | 10,196 | 10,025 | -1.7% | 7,279 | 6,701 | -7.9% | | | | 17,475 | 16,726 | -4.3% |
| Music (Compact Discs) | 512 | 650 | 27.0% | 502 | 498 | -0.8% | | | | 1,014 | 1,148 | 13.2% |
| Juvenile Tablets | 296 | 302 | 2.0% | 245 | 286 | 16.7% | | | | 541 | 588 | 8.7% |
| Total AV Circulation | 12,585 | 12,802 | 1.7% | 9,558 | 9,002 | -5.8% | | | | 22,143 | 21,804 | -1.5% |
| SPECIAL COLLECTIONS CIRCULATION | | | | | | | | | | | | |
| Board Games (added July 2022) | 124 | 232 | 87.1% | 79 | 154 | 94.9% | 0 | 0 | #DIV/0! | 203 | 386 | 90.1% |
| Library Bags | 57 | 74 | 29.8% | 45 | 57 | 26.7% | | | | 102 | 131 | 28.4% |
| Hotspots | 8 | 13 | 62.5% | 24 | 21 | -12.5% | 0 | 0 | #DIV/0! | 32 | 34 | 6.3% |
| Maker Kits | 76 | 77 | 1.3% | 49 | 63 | 28.6% | 0 | 0 | #DIV/0! | 125 | 140 | 12.0% |
| Streaming Devices (added Sept 2022) | 13 | 43 | 230.8% | 11 | 37 | 236.4% | 0 | 0 | #DIV/0! | 24 | 80 | 233.3% |
| Total Special Collections Circulation | 278 | 439 | 57.9% | 208 | 332 | 59.6% | 0 | 0 | #DIV/0! | 486 | 771 | 58.6% |
| PHYSICAL CIRCULATION (PRINT + AV) | | | | | | | | | | | | |
| Adult Circulation | 27,121 | 27,502 | 1.4% | 19,239 | 19,660 | 2.2% | 1 | 1 | 0.0% | 46,361 | 47,163 | 1.7% |
| Juvenile Circulation | 24,170 | 23,346 | -3.4% | 16,383 | 15,787 | -3.6% | 0 | 0 | #DIV/0! | 40,553 | 39,133 | -3.5% |
| Young Adult Circulation | 1,573 | 1,661 | 5.6% | 1,050 | 1,082 | 3.0% | 0 | 0 | #DIV/0! | 2,623 | 2,743 | 4.6% |
| Total Physical Circulation | 52,864 | 52,509 | -0.7% | 36,672 | 36,529 | -0.4% | 1 | 1 | 0.0% | 89,537 | 89,039 | -0.6% |
| DIGITAL CIRCULATION | | | | | | | | | | | | |
| eAudiobooks | | | | | | | | | | 11,392 | 14,503 | 27.3% |
| eBooks | | | | | | | | | | 17,947 | 18,606 | 3.7% |
| eMusic | | | | | | | | | | 363 | 291 | -19.8% |
| eVideo | | | | | | | | | | 1,891 | 2,304 | 21.8% |
| eZines (Digital Magazines) | | | | | | | | | | 1,216 | 4,044 | 232.6% |
| Total Digital Circulation | | | | | | | | | | 32,809 | 39,748 | 21.1% |

*NOTES: ELECTRONIC DATABASES: Some database statistical reporting is delayed. Full reporting is available the following month.

CREATIVITY COMMONS: May 25, 2022 - Soft Opening; June 16, 2022 - Grand Opening

YEAR-TO-DATE STATISTICS

| | CENTERVILLE | | | WOODBOURNE | | | CREATIVITY COMMONS* | | | COMBINED | | |
|--|---------------------------|---------------|--------|-----------------------------|---------------|--------|---------------------|---------------|---------|------------------|------------------|--------|
| | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) |
| CIRCULATION | | | | | | | | | | | | |
| Physical Circulation | 674,697 | 703,196 | 4.2% | 481,059 | 500,288 | 4.0% | 37 | 42 | 13.5% | 1,155,793 | 1,203,526 | 4.1% |
| Digital Circulation | | | | | | | | | | 383,195 | 469,638 | 22.6% |
| SearchOhio Borrowed | | | | | | | | | | 15,013 | 15,217 | 1.4% |
| Total Circulation | | | | | | | | | | 1,554,001 | 1,688,381 | 8.6% |
| APPLICANT REGISTRATION | | | | | | | | | | | | |
| Total Registrations | 4,143 | 3,817 | -7.9% | 2,156 | 2,235 | 3.7% | 37 | 110 | 197.3% | 6,336 | 6,162 | -2.7% |
| LIBRARY CARDHOLDERS | | | | | | | | | | | | |
| Centerville / Washington Township | | | | | | | | | | 35,703 | 34,441 | -3.5% |
| Montgomery County | | | | | | | | | | 22,130 | 20,024 | -9.5% |
| Other County | | | | | | | | | | 11,614 | 11,383 | -2.0% |
| Other | | | | | | | | | | 61 | 60 | -1.6% |
| Total Library Cardholders | | | | | | | | | | 69,508 | 65,908 | -5.2% |
| VISITORS | | | | | | | | | | | | |
| Building Visitors | 192,791 | 213,259 | 10.6% | 133,196 | 149,144 | 12.0% | 9,463 | 17,139 | 81.1% | 335,450 | 379,542 | 13.1% |
| Website Visitors | | | | | | | | | | 785,243 | 1,220,823 | 55.5% |
| Total Building / Website Visitors | | | | | | | | | | 1,120,693 | 1,600,365 | 42.8% |
| PATRON ASSISTANCE--ALL DEPT. | | | | | | | | | | | | |
| Total Patron Assistance | 34,803 | 34,715 | -0.3% | 28,185 | 29,893 | 6.1% | 8,832 | 13,669 | 54.8% | 71,820 | 78,277 | 9.0% |
| PROGRAMS | | | | | | | | | | | | |
| Adult/General Programs | 75 | 87 | 16.0% | 212 | 197 | -7.1% | 65 | 75 | 15.4% | 535 | 552 | 3.2% |
| Adult/General Program Attendees | 546 | 1,067 | 95.4% | 2,568 | 2,271 | -11.6% | 1,907 | 1,692 | -11.3% | 10,510 | 82,061 | 680.8% |
| Children's Programs | 162 | 285 | 75.9% | 147 | 220 | 49.7% | 0 | 0 | #DIV/0! | 478 | 762 | 59.4% |
| Children's Program Attendees | 3,424 | 6,711 | 96.0% | 2,440 | 5,675 | 132.6% | 0 | 0 | #DIV/0! | 12,193 | 20,853 | 71.0% |
| Teen Programs | 67 | 63 | -6.0% | 27 | 30 | 11.1% | 0 | 0 | #DIV/0! | 96 | 98 | 2.1% |
| Teen Program Attendees | 1,247 | 1,115 | -10.6% | 332 | 326 | -1.8% | 0 | 0 | #DIV/0! | 3,140 | 2,177 | -30.7% |
| Total Library Programs | 304 | 435 | 43.1% | 386 | 447 | 15.8% | 65 | 75 | 15.4% | 1,109 | 1,412 | 27.3% |
| Total Library Program Attendees | 5,217 | 8,893 | 70.5% | 5,340 | 8,272 | 54.9% | 1,907 | 1,692 | -11.3% | 25,843 | 105,091 | 306.7% |
| ELECTRONIC DATABASE USAGE | Users/Year-to-Date | | | Queries/Year-to-Date | | | | | | | | |
| Library-Owned Databases | 21,239 | 24,232 | 14.1% | 35,713 | 38,606 | 8.1% | | | | | | |
| OPLIN Databases | | | | 35,681 | 31,377 | -12.1% | | | | | | |
| Total All Databases | 21,239 | 24,232 | 14.1% | 71,394 | 69,983 | -2.0% | | | | | | |

YEAR-TO-DATE CIRCULATION

| | CENTERVILLE | | | WOODBOURNE | | | CREATIVITY COMMONS* | | | COMBINED | | |
|--|----------------|----------------|--------|----------------|----------------|--------|---------------------|-----------|---------|------------------|------------------|--------|
| | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) | 2022 | 2023 | %(+/-) |
| PRINT CIRCULATION | | | | | | | | | | | | |
| Adult Books | 198,364 | 205,331 | 3.5% | 142,164 | 151,298 | 6.4% | 18 | 32 | 77.8% | 340,546 | 356,661 | 4.7% |
| Juvenile Books | 279,710 | 299,019 | 6.9% | 189,357 | 199,301 | 5.3% | 14 | 10 | -28.6% | 469,081 | 498,330 | 6.2% |
| Off Line Transactions | | | | | | | | | | 146 | 60 | -58.9% |
| Periodicals | 23,836 | 22,409 | -6.0% | 15,116 | 15,750 | 4.2% | 0 | 0 | #DIV/0! | 38,952 | 38,159 | -2.0% |
| Young Adult Books | 21,186 | 21,695 | 2.4% | 14,123 | 15,112 | 7.0% | 2 | 0 | -100.0% | 35,311 | 36,807 | 4.2% |
| Total Print Circulation | 523,096 | 548,454 | 4.8% | 360,760 | 381,461 | 5.7% | 34 | 42 | 23.5% | 884,036 | 930,017 | 5.2% |
| AV CIRCULATION | | | | | | | | | | | | |
| Audiobooks | 21,166 | 24,414 | 15.3% | 19,877 | 20,433 | 2.8% | | | | 41,043 | 44,847 | 9.3% |
| Movies (DVDs/Blu-rays) | 119,267 | 116,637 | -2.2% | 91,402 | 86,231 | -5.7% | | | | 210,669 | 202,868 | -3.7% |
| Music (Compact Discs) | 5,438 | 5,345 | -1.7% | 4,968 | 5,229 | 5.3% | | | | 10,406 | 10,574 | 1.6% |
| Juvenile Tablets | 3,207 | 3,838 | 19.7% | 2,403 | 3,681 | 53.2% | | | | 5,610 | 7,519 | 34.0% |
| Total AV Circulation | 149,078 | 150,234 | 0.8% | 118,650 | 115,574 | -2.6% | | | | 267,728 | 265,808 | -0.7% |
| SPECIAL COLLECTIONS CIRCULATION | | | | | | | | | | | | |
| Board Games (added July 2022) | 547 | 1,990 | 263.8% | 283 | 1,253 | 342.8% | 0 | 0 | #DIV/0! | 830 | 3,243 | 290.7% |
| 'Brary Bags | 824 | 896 | 8.7% | 565 | 680 | 20.4% | | | | 1,389 | 1,576 | 13.5% |
| Hotspots | 180 | 178 | -1.1% | 239 | 209 | -12.6% | 0 | 0 | #DIV/0! | 419 | 387 | -7.6% |
| Maker Kits | 780 | 985 | 26.3% | 514 | 728 | 41.6% | 3 | 0 | -100.0% | 1,297 | 1,713 | 32.1% |
| Streaming Devices (added Sept 2022) | 58 | 459 | 691.4% | 48 | 383 | 697.9% | 0 | 0 | #DIV/0! | 106 | 842 | 694.3% |
| Total Special Collections Circulation | 2,389 | 4,508 | 88.7% | 1,649 | 3,253 | 97.3% | 3 | 0 | -100.0% | 4,041 | 7,761 | 92.1% |
| PHYSICAL CIRCULATION (PRINT + AV) | | | | | | | | | | | | |
| Adult Circulation | 336,453 | 338,505 | 0.6% | 245,675 | 250,576 | 2.0% | 21 | 32 | 52.4% | 582,149 | 589,113 | 1.2% |
| Juvenile Circulation | 316,628 | 342,530 | 8.2% | 220,839 | 234,163 | 6.0% | 14 | 10 | -28.6% | 537,481 | 576,703 | 7.3% |
| Young Adult Circulation | 21,628 | 22,221 | 2.7% | 14,545 | 15,549 | 6.9% | 2 | 0 | -100.0% | 36,175 | 37,770 | 4.4% |
| Total Physical Circulation | 674,709 | 703,256 | 4.2% | 481,059 | 500,288 | 4.0% | 37 | 42 | 13.5% | 1,155,805 | 1,203,586 | 4.1% |
| DIGITAL CIRCULATION | | | | | | | | | | | | |
| eAudiobooks | | | | | | | | | | 125,461 | 191,260 | 52.4% |
| eBooks | | | | | | | | | | 219,163 | 224,548 | 2.5% |
| eMusic | | | | | | | | | | 3,542 | 3,558 | 0.5% |
| eVideo | | | | | | | | | | 22,262 | 26,131 | 17.4% |
| eZines (Digital Magazines) | | | | | | | | | | 12,767 | 24,141 | 89.1% |
| Total Digital Circulation | | | | | | | | | | 383,195 | 469,638 | 22.6% |