

ATTACHMENTS FOR NOVEMBER 18, 2025 BOARD OF TRUSTEES MEETING

Washington-Centerville Public Library

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**Washington-Centerville Public Library
Board Meeting Agenda
November 18, 2025
Woodbourne Library**

1 Call to Order - Board President

2 Roll Call

3 Hearing of the Public

4 I hereby move to adjourn to executive session:

Roll Call Vote

Pursuant to ORC § 121.22(G)(4), for the purpose of considering the employment and compensation of a public official; and

Pursuant to ORC § 121.22(G)(4), for the purpose of conducting and review negotiations with public employees concerning their compensation or other terms and conditions of their employment

5 Staff Presentation

- **Margaret Robinson, Human Resources Manager**
Open Enrollment
Shelving Assistant Pay Ranges
Personnel Policy Manual Revisions
- **Teri Herbstreit, Marketing & Communications Manager**
Library Rebranding

6 Committee Reports

- **Trustee Interview Committee**
Presentation of candidate to fill open position
- **Nominating Committee**
Set meeting date
- **Executive Committee**
Reminder that they will meet before December meeting
- **Finance Committee**
2026 Budget Review - December 9, 2025

7 Approval of the October 21, 2025, Meeting Minutes

Action Item

**Washington-Centerville Public Library
Board Meeting Agenda
November 18, 2025
Woodbourne Library**

8 Director's Update

- Facilities
- Personnel
- Collections / Programs / Services
- Other

9 Fiscal Officer's Report

- **Monthly Financial Report** **Action Item**
Monthly Financial Statements
Personnel Items
- **Payment of November Expenditures** **Roll Call Vote**

10 New/Old Business

- a. **Approval of premium increases to health and dental insurance plans for 2026** **Action Item**
- b. **Approval of increases to the shelving assistant pay range minimum to new Ohio minimum wage amount, and to the range maximum by 3%** **Action Item**
- c. **Approval of adjustment to the wages of Shelving Assistants who will be below Ohio's new minimum wage to \$11.00 per hour** **Action Item**
- d. **Approval of revisions to the Hiring and Evaluation, Working Conditions, and Benefits - Work/Life Balance sections of the personnel manual** **Action Item**
- e. **Approval of Fiscal Manual Policy Changes** **Action Item**
Trustee Appointment
Performance Evaluation Process For Board-Reporting Positions
- f. **Approval of candidate to fill open Trustee position** **Action Item**
- g. **Res. No. 025-008: Advance Request of 2025 Tax Dollars** **Roll Call Vote**
- h. **Approval to proceed with the rebranding of the library in the 2026 fiscal year** **Action Item**

11 Meeting Adjournment

Action Item

Washington-Centerville Public Library
Board Meeting Agenda
November 18, 2025
Woodbourne Library

Upcoming Meeting Schedule

Board/Committee Meetings

Date	Meeting	Time	Location
December 9, 2025	Finance Committee	7:00 PM	WB Creativity Space
December 16, 2025	Executive Committee	6:30 PM	WB Program Room
December 16, 2025	Board of Trustees	7:00 PM	WB Program Room

Friends:

Date	Meeting	Time	Location
December 2, 2025	WCPL Friends Board	6:30 PM	WB Creativity Space

Director Activities

October 17 – November 13, 2025

Library Operations

- Centerville Library renovation
 - Coordinated purchase orders for furniture order
 - Attended weekly construction meetings
- Conducted final session of OWL Academy
- Benchmarked spending on and participation in summer reading clubs at other libraries
- Met with new hire
- Evaluated Friday evening and Sunday hours
- Closed Woodbourne Library early and delayed opening due to water main break

Communication

Community / Professional Involvement

- Met with Township Administrator
- Participated in Elk Walk
- Attended City's Faith & Community Leaders breakfast and Storybook Trail ribbon cutting at Stubbs Park
- Joint Public Entities
 - Participated in discussion on communications about property taxes
- Attended Centerville Washington Park District Business & Civic Breakfast
- Optimists
 - Attended Board meeting
- Friends
 - Attended planning meeting for Tasting with Friends
 - Assisted with book sale
 - Attended trivia

Sick day – October 24

Vacation – October 31

Human Resources Recommendations

HUMAN RESOURCES REPORT

1. 2026 BENEFITS

Centerville City Schools confirmed a 9% increase for medical premiums for 2026. There are no plan changes for Anthem health plan.

Centerville City Schools made the decision to move from fully insured to self-funded with Delta Dental in 2026. There are no plan changes. This has resulted in a 1% increase effective 1/1/2026.

No changes to vision insurance offered through EyeMed, rates are guaranteed through 12/31/26.

Recommendation:

Approve premium increases to health and dental plans for 2026.

2. COMPENSATION

Ohio Minimum Wage

Effective January 1, 2026, Ohio's minimum wage will increase by 30 cents from \$10.70 per hour to \$11.00 per hour for non-tipped employees. Ohio's minimum wage is tied to the Consumer Price index (CPI-W) for urban wage earners and clerical workers for the 12-month period prior to September. The CPI-W index increased by 2.9% from August 2024 to August 2025.

The current federal minimum wage remains at \$7.25 per hour.

a. Shelving Assistant Pay Range Recommendation

The Shelving Assistant current minimum starting wage is \$10.70 per hour. The new minimum wage of \$11.00 represents an increase of 2.8%. One employee is nearing the maximum of the current range and two others within the next two years.

Recommendation:

Increase range minimum by 2.8% to new 2026 minimum wage, and increase range maximum by 3 % to take into account employees who are near maximum of the range.

Current:	Minimum	\$10.70	Maximum	\$14.25
1/1/26:	New Min	\$11.00	New Max	\$14.68

b. Minimum Wage Adjustments

One Shelving Assistants will be below Ohio's new minimum wage of \$11.00 per hour on 1/1/2026. The annual cost of adjusting the one shelving assistant to the new minimum wage would be about \$37.44.

Recommendation:

Effective 1/1/26, adjust the wages of Shelving Assistants who will be below Ohio's new minimum wage to \$11.00 per hour.

3. PERSONNEL POLICY REVISIONS

Policy Revisions under the following sections of the Personnel Manual:

- Hiring and Evaluation
 - Fingerprint Checks & Consumer Reports
 - Amend to include consumer report be required for positions hired at Team Leader or above
- Working Conditions
 - Time Sheets
- Benefits - Work/Life Balance
 - Vacation
 - Amend vacation leave for Team Leaders and Managers

Recommendation:

Amend policies as stated.

PERSONNEL MANUAL – HIRING AND EVALUATION
Washington-Centerville Public Library

FINGERPRINT CHECKS & CONSUMER REPORTS

All offers of employment at Washington-Centerville Public Library are contingent upon the results of a Bureau of Criminal Identification (BCI) fingerprint check.

The fingerprint check will include an **Ohio Criminal Check** for applicants residing in Ohio for five years or more or a **Nationwide Criminal Check** for applicants residing in Ohio less than five years.

Positions hired at the Team Leader, Manager, Director as well as the Fiscal Office will require additional screening. A consumer report including a credit report will be required.

The outcome of ~~your~~ the background check may lead to ~~your~~ disqualification of the candidate.

Procedure

After a conditional offer of employment is made, the candidate must complete the Pre-Employment Certification/Release form(s) and return it to the Human Resources Department. ~~Human Resources will notify the hiring manager upon receipt of the signed release.~~ The candidate is not to begin work prior to the hiring manager receiving approval from Human Resources that a successful BCI fingerprint check and consumer report, if necessary, is completed and has been reviewed.

Human Resources will order the BCI fingerprint check and consumer report, if necessary, upon receipt of the signed release form(s). A designated Human Resources representative will review all results.

The Human Resources representative will notify the hiring manager regarding the results of the check.

In instances where negative or incomplete information is obtained, appropriate management and the Human Resources Manager will assess the potential risks and liabilities related to the job's requirements including the nature of the position, the nature and seriousness of the conviction and the date of the offense and determine whether the individual should be hired. If a decision not to hire a candidate is made based on the results of a fingerprint check, there may be certain additional Fair Credit Reporting Act (FCRA) requirements. The Human Resources representative will be responsible for handling such FCRA requirements as necessary. Washington-Centerville Public Library will follow all applicable FCRA requirements throughout the fingerprint check process. Any questions regarding FCRA must be directed to the Human Resources Manager.

If an applicant withholds information or provides false information pertaining to previous convictions, the applicant (or employee) may be disqualified from further employment consideration in any position with the Library.

Fingerprint check information will be maintained in a file separate from employees' personnel files.

Washington-Centerville Public Library reserves the right to modify this policy at any time without notice.

Board Approval: 8-09 JTT

[Revised: 11-25 MXR](#)

PERSONNEL MANUAL – WORKING CONDITIONS
Washington-Centerville Public Library

TIME SHEETS

Each non-exempt employee shall ~~turn in~~submit a *Time Sheet* regularly reporting the ~~person's~~employee's work history for each two-week period. Exempt employees ~~should also complete a~~*Time Sheets* are automatically submitted for each pay period ~~in which~~and will include any exception time ~~that~~ is taken.

~~The Time~~All Time Sheets shall include:

- a. Hours worked - time work began and stopped excluding unpaid meal breaks
- b. Jury Duty responsibilities – daily hours taken to serve on a jury during regularly scheduled hours.
- c. Worker's Comp – daily hours taken as a result of work related injury or illness under Worker's Compensation. Fully Benefited shall ~~Included~~ include ~~is any~~ sick leave taken for related doctor's appointments, physical therapy, etc.
- a. In addition, all Fully Benefited Time Sheets shall include:
 - ~~b.d.~~ Floating Holiday- daily hours taken as floating holiday pay
 - ~~e.e.~~ Holiday- daily hours taken as holiday pay
 - ~~d.f.~~ Vacation- daily hours taken as vacation
 - ~~e.g.~~ Sick leave - daily hours taken as sick leave
 - ~~f.h.~~ Funeral leave- daily hours taken as funeral pay
 - ~~g.a.~~ Jury Duty responsibilities – daily hours taken to serve on a jury during regularly scheduled hours.
 - ~~h.i.~~ FMLA leave – daily hours taken for an approved leave under Family Medical Leave Act; leave will be deducted from accrued paid time (sick leave, vacation, floating holiday) before unpaid leave.
 - ~~i.a.~~ Worker's Comp – daily hours taken as a result of work related injury or illness under Worker's Compensation. Included is sick leave for related doctor's appointments, physical therapy, etc.
 - j. Compensatory Time (Comp Time) – eligible employees may request comp time for Sunday hours worked in the same week. Comp time must be approved in advance. See Compensatory Time Off Policy.

~~All Time Sheets are to be signed by the employee and approved by the Supervisor or Manager, in his/her absence.~~

Revision: ~~5-12 ML~~ 11-25 MXR

PERSONNEL MANUAL – BENEFITS – **WORK/LIFE BALANCE**
Washington-Centerville Public Library

VACATION LEAVE

Policy

Vacations are scheduled, if possible, when the library activity is lowest and at the mutual convenience of the library and the employee. The Team Leader and Manager or in their absence the Director, must approve all vacation leave.

Discussion of vacation plans is encouraged among departmental members to avoid conflicting vacation requests. However, if two (or more) employees request the same vacation leave, requests shall be approved on a first-come first-served basis. The Library reserves the right to limit the number of vacation leaves granted if granting multiple requests would detrimentally affect customer service.

Vacation does not accrue partially during a work year. Newly hired employees will be awarded one week of time off/vacation upon hire to be used in the employee's first six months. This time off that is used during the first six months will be unpaid when it is used; however, employees who maintain their employment for six months from date of hire will be reimbursed for the number of days used within two pay periods after they have been employed for six months. Pay will only be made if the employee is still employed at the time of payment. If not used, this time off will be converted to vacation time but must be used in the employee's first year of employment, subject to the rollover/forfeiture provisions described in this policy. If the employee resigns or is terminated before the end of the provisionary period, no payment will be made for any unused vacation.

In addition, each newly benefited employee, without prior public employment, after six months of service and successful completion of their provisionary period, is entitled to one week's vacation leave with full pay. This leave is to be taken during the second six months of service. Thereafter, vacation is earned upon the anniversary date of the person's employment:

6 months of service	One week vacation
One year of service	Two weeks vacation
Five years of service	Three weeks vacation
Ten years of service	Four weeks vacation
Fifteen years of service	Five weeks vacation

Employees hired at the Team Leader/Manager level, without prior public employment, will be entitled to vacation earned as follows upon completion of their provisionary period and upon the anniversary date of employment:

<u>6 months of service</u>	<u>One week vacation</u>
<u>One year of service</u>	<u>Three weeks vacation</u>
<u>Five years of service</u>	<u>Four weeks vacation</u>
<u>Ten years of service</u>	<u>Five weeks vacation</u>

Full pay shall be considered the employees' current hourly rate multiplied by the average number of hours worked during the year in which vacation was accumulated.

The Ohio Revised Code §9.44 requires that prior employment with the state of Ohio and any political subdivision of the state be considered as prior service credit for the purposes of calculating vacation leave. See Prior Public Service Policy.

If during an approved unpaid leave of absence or unpaid medical disability leave, the employee works less than forty one hours in two consecutive pay periods, the employee's anniversary date shall be deferred for a period equal to the length of time the employee was not working 41 hours per pay period, to allow 12 months of service to be accumulated. This revised anniversary date shall become the employee's new anniversary date thereafter.

Vacation leave shall be taken after the date upon which it is earned. A maximum of one week of vacation leave may be carried over to the following year. An employee shall NOT take more than six (6) weeks of vacation in any given year. The maximum balance of vacation time an employee may have is limited to thirty (30) days. No compensation will be paid out for any unused vacation at the end of the year.

At the time of separation not for cause, and after six complete months of service, an employee shall be entitled to any unused vacation leave accrued as of the anniversary date preceding the employee's separation. An employee may not use vacation or any other paid time off to extend their employment. The date of termination will be the last day worked.

In the case of death of an employee, unused vacation leave credited to the employee shall be compensated to the employee's beneficiaries and/or estate on the same basis as one who separated from employment.

Requests must be made in one-hour increments for non-exempt employees. Exempt employees must make requests in full day increments.

Revision: ~~11-24 MXR~~ 11-25 MXR

VACATION LEAVE

Procedure

~~Employees earn vacation leave after the first six complete months of employment and at each anniversary date thereafter.~~

Individual and Departmental Vacation Planning and Coverage of Library Needs

Staff members are encouraged to plan in advance and submit requests as early as possible. Staff is also empowered to discuss requests with others in the department to avoid possible scheduling conflicts. Vacation and Floating Holiday plans shall be reviewed at department meetings at the beginning of each year and on a quarterly basis thereafter in order to:

- Assure coverage of customer service needs without placing undue pressure on remaining departmental members,
- Ensure equity of time off during peak request times (e.g., days surrounding the Thanksgiving, Christmas, and New Year's holidays) and
- Minimize conflicting vacation plans.

Team Leaders or managers will be required to review all vacation requests against staff levels required for coverage and task assignments per current scheduling policies and guidelines. If coverage through the use of other staff and substitutes cannot be found, vacations or floating holiday requests may be denied. The employee may be asked to prioritize requested time off or rotate on an annual basis to ensure equity of time off during peak request times.

Submitting a Vacation Request

Submit a ~~Change of Schedule~~ Time Off request for vacations and floating holidays at the earliest possible time. Requests shall be made no less than one week in advance and no more than four (4) months.

Canceling a Vacation Request

~~Change of Schedule~~ Time Off requests to cancel vacation or floating holidays should be submitted no less than 24 hours in advance.

If a qualifying event for Family and Medical Leave occurs while an employee is on vacation, the employee may choose to take sick leave and cancel the vacation. Please refer to the “Family and Medical Leave of Absence” section of this manual for policy and procedure information. Certification of the need for absence may be required.

Upon submission of a *Time Sheet* noting leave taken, the next pay stub an employee receives will reflect vacation leave hours remaining. Vacation leave pay will not count toward overtime.

Revision: ~~12-20-MXR~~ 11-25 MXR

Board Minutes and Attachments

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

October 21, 2025

CALL TO ORDER

The regular Board of Trustees meeting for October 2025 was held at the Legacy Administration Building. Board Vice President Randy Bowling called the meeting to order at 7:15 p.m.

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

HEARING OF THE PUBLIC

Mr. Monteith stated that there no hearing of the public this month.

EXECUTIVE SESSION

Mrs. Denison moved, pursuant to ORC §121.22(G)(4), to adjourn to executive session for the purpose of conducting and review negotiations with public employees concerning their compensation or other terms and conditions of their employment.

At 7:17 p.m., the board entered executive session.

Mrs. Suttman arrived at 7:19 p.m.

At 7:45 p.m., the board exited executive session.

Mr. Bowling stated that the meeting was returning to open session with no further action.

APPROVAL OF MINUTES

Mrs. Suttman moved for the approval of the September 16, 2025 Meeting Minutes. Mr. Falkner seconded the motion.

The vote was: **Yes**: 3; **No**: 0; **Abstain**: 2 (Nunna, Denison)

DIRECTOR'S REPORT

Mrs. Fultz presented her monthly report for October 2025:

- **FACILITIES**
 - Centerville Library
 - Re-opening fund raising

- Woodbourne Library
 - Estimate for exterior siding repair
- **COLLECTIONS/SERVICES/PROGRAMS**
 - Agreement with City and Entrepreneur Center for business services
 - Tonies collection
- **OTHER**
 - Executive Team retreat results
 - Patron survey – over 1300 responses
 - HR Manager recruitment
 - OLC updates
 - HB 137 regarding tax authority ability to deny public library access to the ballot
 - HB 309 regarding County Budget Commissions
 - Passed in the House, moved to Senate
 - Provides a safe harbor for voted property tax levies for the first five years of a levy's collection. However, this would not include renewal levies.
 - Authorizes CBCs to reduce property tax levies, provided they are not otherwise required to approve them without modification, to avoid unnecessary or excessive collections.
 - Defines “unnecessary collections” as those beyond the reasonably anticipated financial needs of the taxing authority for the specific purpose of the tax after accounting for current fund balances, projected expenditures, and other available funding sources.
 - Defines “excessive collections” as those in an amount or a rate that exceeds what is required to provide services at a level that is consistent with statutory obligations.
 - Friends
 - Book sale – October 23 - 25

FISCAL OFFICER’S REPORT

- a. Mr. Monteith presented the monthly financial report for September 2025, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), Notes to the Financial Statements, September 2025 Bank Reconciliation, Monthly Investment Report and Personnel Items for the board’s review and approval.

Mr. Nunna moved to approve the monthly financial report, monthly investment report and bank reconciliation. Mrs. Suttman seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The motion is approved.

b. Payment of October 2025 Expenditures

Mr. Monteith presented the check register for the period of September 17, 2025 through October 21, 2025.

Mr. Falkner moved to approve the payment of expenditures, and Mr. Nunna seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Absent</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mr. Falkner	<u>Yes</u>		

The motion is approved.

NEW/OLD BUSINESS

a. Mr. Monteith presented the Sunday closures for 2026.

<u>Date</u>	<u>Reason</u>
April 5, 2026	Easter Sunday
May 24, 2026	Precedes Memorial Day
July 5, 2026	Follows Independence Day
September 6, 2026	Precedes Labor Day

Mrs. Suttman moved to approve the Sunday closures as outlined. Mr. Nunna seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The motion is approved.

b. Mrs. Fultz presented the furniture bids. She noted that the bid package was sent to five firms. Business Furniture declined to bid on the furniture package, and Collective Spaces declined to bid on the furniture package but did provide a proposal for the AV shelving. It was noted that the bid could be awarded either by section or whole package, and LWC was recommending award by section. By awarding the package by section, we would end up saving a small amount of money.

Mr. Falkner moved to award the furniture bid by section:

Bid Section	Vendor	Amount
Seating	APG	\$ 323,192.90
Tables	Elements IV	281,397.00
Miscellaneous Furniture Items	Elements IV	96,447.00
Systems Furniture	Elements IV	73,836.39
AV Shelving	Collective Spaces	64,740.25
Window Seat Cushions	Accent Drapery	3,725.00
Total Furniture Package		\$ 843,338.54

Mr. Nunna seconded the motion

The roll call vote was:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Absent</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mr. Falkner	<u>Yes</u>		

The award of the bids is approved.

- c. Mr. Monteith presented an appropriation transfer to cover utilities for the remainder of the year. He stated that, due to higher than anticipated costs, we are needing to make a transfer to allow us to cover electric and natural gas costs for the rest of the year. We have noticed some increase in usage, and believe that part of it is related to the construction project at the Centerville Library.

The proposed transfer is:

Transfer			
Account	Description	Amount From	Amount To
101.03.55200	Land Improvements - CP	\$ 15,450.00	
101.10.53600	Electricity - Centerville		\$ 8,700.00
101.10.53610	Natural Gas - Centerville		\$ 2,000.00
101.20.53600	Electricity - Woodbourne		\$ 3,500.00
101.20.53610	Natural Gas - Woodbourne		\$ 1,250.00
Total		\$ 15,450.00	\$ 15,450.00

Mr. Nunna moved to approve the proposed transfer. Mrs. Denison seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The motion is approved.

- d. Mrs. Fultz presented the two new operations policies. These policies are:
 - i. Library Display Policy
 - ii. Library Programming

Mr. Nunna moved to approve the policies. Mr. Falkner seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The motion is approved.

- e. Mrs. Fultz presented the operations policy revisions for the board's review and approval. She noted that the copy in the board packet have the changes noted. The policies being revised are:
 - i. Speakers at Library Programs
 - ii. Publicity and Display of Non-Library Programs
 - iii. Donation Collection for Outside Non-Profit Organizations
 - iv. Meeting & Quiet Room Use
 - v. Community Rooms and Creativity Space Use
 - vi. Deleting Patron Records
 - vii. Waiving Fines and Charges
 - viii. Rules of Conduct
 - ix. Use of Staff Copiers
 - x. Disclosing Staff Information
 - xi. Fax Service for Patrons

Mr. Nunna moved to approve the policies. Mr. Falkner seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The motion is approved.

OTHER

There was no other business to be discussed.

ADJOURNMENT

Mr. Falkner moved to adjourn the meeting at 8:30 p.m. Mr. Nunna seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The motion to adjourn is approved.

President

Fiscal Officer

Fiscal Officer's Report

**Washington-Centerville Public Library
Monthly Cash Position
For the Month Ended October 31, 2025**

Fund	Monthly Beginning Balance	Revenue	Expenditures	Ending Balance
General Fund	\$ 10,589,694.34	\$ 649,908.40	\$ 573,896.99	\$ 10,665,705.75
Unclaimed Funds	2,041.15	-	-	2,041.15
Special Operating Fund	3,750,186.25	-	-	3,750,186.25
Building Fund	4,326,356.62	-	334,605.54	3,991,751.08
Perm. Imp. Fund-Ils	568,950.30	-	-	568,950.30
Perm. Imp. Fund-Reference/Info	701,536.34	-	-	701,536.34
Dorothy R. Yeck Good Life End	88.70	-	-	88.70
Payroll Clearing Fund	27,347.35	90,925.08	90,164.53	28,107.90
	\$ 19,966,201.05	\$ 740,833.48	\$ 998,667.06	\$ 19,708,367.47

**Washington-Centerville Public Library
YTD Cash Position
For the Month Ended October 31, 2025**

Fund	Beginning Balance	Revenue	Expenditures	Ending Balance
General Fund	\$ 8,917,565.34	\$ 9,093,883.84	\$ 7,345,743.43	\$ 10,665,705.75
Unclaimed Funds	794.93	1,246.22	-	2,041.15
Special Operating Fund	3,750,186.25	-	-	3,750,186.25
Building Fund	4,723,157.63	1,000,000.00	1,731,406.55	3,991,751.08
Perm. Imp. Fund-Ils	568,950.30	-	-	568,950.30
Perm. Imp. Fund-Reference/Info	726,336.34	-	24,800.00	701,536.34
Dorothy R. Yeck Good Life End	184.69	-	95.99	88.70
Payroll Clearing Fund	15,302.23	978,334.67	965,529.00	28,107.90
	\$ 18,702,477.71	\$ 11,073,464.73	\$ 10,067,574.97	\$ 19,708,367.47

Washington-Centerville Public Library
Monthly Cash Reconciliation
For the Month Ended October 31, 2025

Bank Balances:

US Bank	\$	994,288.60
Dayton Foundation		5,470.00
Paypal		200.00
Total Cash Accounts		<u>999,958.60</u>

Investments:

RedTree Investments		10,282,734.66
StarOhio		8,519,013.01
Total Investment Accounts		<u>18,801,747.67</u>

Total Bank Balances		19,801,706.27
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Deposits-in-Transit		\$574.67
Unposted Payments		\$337.25
Outstanding Checks		(\$94,250.72)

Adjusted Bank Balances		<u>19,708,367.47</u>
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Book Balance (from Cash Position)		19,708,367.47
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Difference	\$	<u><u>-</u></u>
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See detail in separate attachment

Washington-Centerville Public Library
Monthly Revenue Statement
For the Month Ended October 31, 2025

101 - General Fund	Budget	Month Revenue	YTD Revenue	Percent	
PUBLIC LIBRARY FUND	\$ 3,280,355.00	\$ 260,948.17	\$ 2,751,041.77	83.86%	1
GENERAL PROPERTY TAXES	4,739,774.00	-	4,998,345.27	105.46%	2
PROPERTY TAX ROLLBACK	610,000.00	308,444.88	616,125.80	101.00%	
GRANTS - FEDERAL, STATE & LOCAL	-	-	-	0.00%	
PATRON FINES & FEES	22,500.00	2,191.16	22,058.67	98.04%	
COPIER INCOME	21,000.00	3,292.82	31,086.86	148.03%	
PROGRAM FEES	-	-	-	0.00%	
PASSPORT EXECUTION FEES	25,000.00	1,836.48	22,824.47	91.30%	
PASSPORT PHOTOS	5,500.00	400.00	5,315.00	96.64%	
PATRON SUPPLIES	27,500.00	2,716.65	25,453.64	92.56%	
INTEREST INCOME	400,000.00	67,734.41	593,330.07	148.33%	3
DONATIONS	22,500.00	179.60	15,922.28	70.77%	
REFUNDS & REIMBURSEMENTS	9,000.00	2,172.95	11,228.88	124.77%	
MISCELLANEOUS-OTHER	50,200.00	(8.72)	1,151.13	2.29%	
TRANSFER IN	-	-	-	0.00%	
TOTAL RECEIPTS-GENERAL FUND	\$ 9,213,329.00	\$ 649,908.40	\$ 9,093,883.84	98.70%	

102 - Unclaimed Funds	Budget	Month Revenue	YTD Revenue	Percent	
REFUNDS	\$ -	\$ -	\$ 1,246.22	0.00%	
TRANSFER TO UNCLAIMED	-	-	-	0.00%	
TOTAL RECEIPTS-UNCLAIMED FUNDS	\$ -	\$ -	\$ 1,246.22	0.00%	

205 - Special Operating Fund	Budget	Month Revenue	YTD Revenue	Percent	
TRANSFER TO SPECIAL OPERATING FUND	\$ -	\$ -	\$ -	0.00%	
	\$ -	\$ -	\$ -	0.00%	

401 - Building Fund	Budget	Month Revenue	YTD Revenue	Percent	
TRANSFERS TO BUILDING FUND	\$ 1,750,000.00	\$ -	\$ 1,000,000.00	57.14%	
TOTAL RECEIPTS-BUILDING FUND	\$ 1,750,000.00	\$ -	\$ 1,000,000.00	57.14%	

Washington-Centerville Public Library
Monthly Revenue Statement
For the Month Ended October 31, 2025

450 - Perm. Improvement - ILS Fund	Budget	Month Revenue	YTD Revenue	Percent
TRANSFERS TO PI - ILS	\$ -	\$ -	\$ -	0.00%
TOTAL RECEIPTS-PERM. IMP. FUND	\$ -	\$ -	\$ -	0.00%
451 - Perm. Improvement - Technology Fund	Budget	Month Revenue	YTD Revenue	Percent
TRANSFERS TO PI - TECHNOLOGY	\$ -	\$ -	\$ -	0.00%
TOTAL PERM. IMP. FUND-TECHNOLOGY	\$ -	\$ -	\$ -	0.00%
898 - Yeck GLA Fund	Budget	Month Revenue	YTD Revenue	Percent
YECK DONATIONS-RESTRICTED	\$ 5,525.00	\$ -	\$ -	0.00%
TOTAL YECK GOOD LIFE ENDOWMENT	\$ 5,525.00	\$ -	\$ -	0.00%
999 - Payroll Clearing Fund	Budget	Month Revenue	YTD Revenue	Percent
CLEARING REVENUE	\$ -	\$ 90,925.08	\$ 978,334.67	0.00%
TOTAL PAYROLL CLEARING FUND	\$ -	\$ 90,925.08	\$ 978,334.67	0.00%
GRAND TOTAL RECEIPTS	\$ 10,968,854.00	\$ 740,833.48	\$ 11,073,464.73	100.95%

See Notes to the Financial Report

Washington-Centerville Public Library
Revenue Budget Statement - General Fund
For the Month Ended October 31, 2025

101 - General Fund	Monthly Estimated Revenue	Monthly Revenue	Favorable/ (Unfavorable)	YTD Estimated Revenue	YTD Revenue	Favorable/ (Unfavorable)	
Public Library Fund	\$ 260,948.18	\$ 260,948.17	\$ (0.01)	\$ 2,742,603.46	\$ 2,751,041.77	\$ 8,438.31	1
General Property Taxes	-	-	-	4,690,516.00	4,998,345.27	307,829.27	
Property Tax Rollback	300,000.00	308,444.88	8,444.88	600,000.00	616,125.80	16,125.80	2
Federal Grants	-	-	-	-	-	-	
Local Grants	-	-	-	-	-	-	
Patron Fines & Fees	1,875.00	2,191.16	316.16	18,750.00	22,058.67	3,308.67	
Copier, Fax and Printing	1,750.00	3,292.82	1,542.82	17,500.00	31,086.86	13,586.86	
Program Fees	-	-	-	-	-	-	
Passport Execution Fees	2,083.33	1,836.48	(246.85)	20,833.33	22,824.47	1,991.14	
Passport Photos	458.33	400.00	(58.33)	4,583.33	5,315.00	731.67	
Patron Supplies	2,291.67	2,716.65	424.98	22,916.67	25,453.64	2,536.97	
Interest Income	26,817.02	67,734.41	40,917.39	345,940.41	593,330.07	247,389.66	3
Donations	571.97	179.60	(392.37)	21,356.06	15,922.28	(5,433.78)	
Refunds & Reimbursements	750.00	2,172.95	1,422.95	7,500.00	11,228.88	3,728.88	
Miscellaneous-Other	4,183.33	(8.72)	(4,192.05)	41,833.33	1,151.13	(40,682.20)	
Transfer In	-	-	-	-	-	-	
TOTAL GENERAL FUND	\$ 601,728.83	\$ 649,908.40	\$ 48,179.57	\$ 8,534,332.59	\$ 9,093,883.84	\$ 559,551.25	

See Notes to the Financial Report

Washington-Centerville Public Library
General Fund Expenditures
For the Month Ended October 31, 2025

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
PERSONAL SERVICES						
Salaries						
Manager/Director	672,250.00	51,486.56	563,751.11	-	108,498.89	83.86%
Library Specialists	1,445,000.00	107,594.28	1,193,040.80	-	251,959.20	82.56%
Technical Assistants	147,000.00	11,332.80	123,825.83	-	23,174.17	84.24%
Customer Service Assistants	342,219.94	26,876.16	266,321.98	-	75,897.96	77.82%
Substitutes	44,000.00	1,648.41	28,197.30	-	15,802.70	64.08%
Fiscal Officer	109,000.00	8,435.40	92,594.51	-	16,405.49	84.95%
Administrative Support	516,350.00	37,084.44	408,532.30	-	107,817.70	79.12%
Facilities Manager	81,000.00	6,285.60	67,834.63	-	13,165.37	83.75%
Facilities Assistant/Driver	20,000.00	2,347.20	15,445.54	-	4,554.46	77.23%
Library Aides	135,230.06	8,013.70	96,531.50	-	38,698.56	71.38%
Shelving Assistants	97,000.00	6,814.59	77,267.49	-	19,732.51	79.66%
Salaries Total:	3,609,050.00	267,919.14	2,933,342.99	-	675,707.01	81.28%
Retirement						
Retirement	506,040.00	37,145.54	391,431.25	-	114,608.75	77.35%
Retirement Total:	506,040.00	37,145.54	391,431.25	-	114,608.75	77.35%
Insurance						
Health Insurance	493,731.00	41,449.98	407,406.86	83,134.14	3,190.00	99.35%
Health Savings Account	90,075.95	7,375.14	72,293.05	16,007.08	1,775.82	98.03%
Dental Insurance	24,290.00	1,963.18	19,256.05	2,928.95	2,105.00	91.33%
Medicare	49,339.50	3,521.85	38,869.65	-	10,469.85	78.78%
Life Insurance	3,365.00	252.03	2,537.17	647.83	180.00	94.65%
Worker's Compensation	7,500.00	-	-	5,931.00	1,569.00	79.08%
Insurance Total:	668,301.45	54,562.18	540,362.78	108,649.00	19,289.67	97.11%
Other Benefits						
Unemployment Benefits	-	-	-	-	-	-
Other Employee Benefits	-	-	-	-	-	-
Other Benefits Total:	-	-	-	-	-	-
PERSONAL SERVICES Total:	4,783,391.45	359,626.86	3,865,137.02	108,649.00	809,605.43	83.07%
SUPPLIES						
General/Administrative Supplies						
Office Supplies	28,143.06	3,241.77	19,593.82	3,404.87	5,144.37	81.72%
Program Supplies	66,290.95	2,124.03	29,784.76	17,436.26	19,069.93	71.23%
Cataloging/Processing Supplies	13,141.05	321.66	7,849.51	1,778.14	3,513.40	73.26%
Small Tools/Minor Equipment	1,387.92	-	967.92	420.00	-	100.00%
Janitorial Supplies	3,832.04	417.78	1,572.05	596.55	1,663.44	56.59%
General/Administrative Supplies Total:	112,795.02	6,105.24	59,768.06	23,635.82	29,391.14	73.94%
Property Maintenance Supplies						
Property Maintenance Supplies	45,763.38	656.05	13,817.80	4,928.80	27,016.78	40.96%
Property Maintenance Supplies Total:	45,763.38	656.05	13,817.80	4,928.80	27,016.78	40.96%
Vehicle Fuel & Supplies						
Vehicle Fuel	3,168.78	63.07	605.22	316.11	2,247.45	29.08%
Vehicle Supplies	500.00	-	142.73	-	357.27	28.55%
Vehicle Fuel & Supplies Total:	3,668.78	63.07	747.95	316.11	2,604.72	29.00%
Supplies Purchased for Resale						
Supplies Purchased for Resale	77,304.81	2,391.41	21,002.97	14,751.47	41,550.37	46.25%
Supplies Purchased for Resale Total:	77,304.81	2,391.41	21,002.97	14,751.47	41,550.37	46.25%
SUPPLIES Total:	239,531.99	9,215.77	95,336.78	43,632.20	100,563.01	58.02%

Washington-Centerville Public Library
General Fund Expenditures
For the Month Ended October 31, 2025

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
CONTRACT SERVICES						
Travel & Meeting						
Mileage	11,650.00	495.11	5,201.75	4,488.25	1,960.00	83.18%
In-House Seminars	18,637.97	175.77	399.31	1,600.69	16,637.97	10.73%
Conference/Meetings	46,800.66	1,232.13	9,957.00	6,159.76	30,683.90	34.44%
Membership Dues	4,825.00	715.00	2,212.55	515.00	2,097.45	56.53%
Travel & Meeting Total:	81,913.63	2,618.01	17,770.61	12,763.70	51,379.32	37.28%
Communication & Printing						
Telephone Services	5,419.85	-	3,937.55	562.45	919.85	83.03%
Computer Data Line	49,899.91	1,388.66	13,962.92	19,584.70	16,352.29	67.23%
Postage	22,374.79	-	4,044.25	1,537.75	16,792.79	24.95%
Postage Meter Rental	3,323.35	203.85	2,137.50	278.05	907.80	72.68%
Security Alarm	9,569.34	-	2,088.00	5,232.00	2,249.34	76.49%
Legal Advertisements	2,500.00	-	46.08	335.00	2,118.92	15.24%
Marketing & Advertising	19,662.56	4,052.77	16,277.77	2,178.23	1,206.56	93.86%
Printing & Publications	53,867.02	-	19,585.82	2,862.20	31,419.00	41.67%
Communication & Printing Total:	166,616.82	5,645.28	62,079.89	32,570.38	71,966.55	56.81%
Property Maintenance Services						
Building/Site Repair	153,985.82	2,528.85	49,997.40	19,054.29	84,934.13	44.84%
Equipment & Furniture Repair	27,032.09	2,965.15	16,125.92	4,573.24	6,332.93	76.57%
Grounds & Snow Removal	152,000.00	3,721.23	50,527.36	3,433.99	98,038.65	35.50%
Janitorial Services	242,845.38	13,544.35	147,048.36	34,681.18	61,115.84	74.83%
Trash Services	21,283.75	1,133.06	11,602.15	2,776.62	6,904.98	67.56%
Property Maintenance Services Total:	597,147.04	23,892.64	275,301.19	64,519.32	257,326.53	56.91%
Insurance						
Property Insurance	31,733.75	8,463.75	30,501.25	179.75	1,052.75	96.68%
Insurance Total:	31,733.75	8,463.75	30,501.25	179.75	1,052.75	96.68%
Utilities						
Electricity	126,913.74	9,968.81	92,715.10	31,190.23	3,008.41	97.63%
Natural Gas	45,197.76	2,033.11	36,148.76	3,307.47	5,741.53	87.30%
Water/Sewer	13,280.81	-	5,530.50	4,551.29	3,199.02	75.91%
Utilities Total:	185,392.31	12,001.92	134,394.36	39,048.99	11,948.96	93.55%
Professional Services						
Speaker & Program Stipends	17,339.55	1,370.00	7,104.53	5,680.47	4,554.55	73.73%
Art & Other Exhibits	5,720.00	1,375.01	5,346.05	373.95	-	100.00%
Architect & Engineering Services	-	-	-	-	-	-
Accounting & Auditing Services	12,800.00	2,670.00	12,705.48	71.40	23.12	99.82%
Legal Services - General	4,780.00	-	150.00	-	4,630.00	3.14%
Legal Services - Employment	23,257.50	4,792.50	16,490.00	21,755.00	(14,987.50)	164.44%
Tax Collection Fees	80,000.00	358.14	62,363.80	17,636.20	-	100.00%
Banking Fees	20,661.36	1,346.20	13,515.30	1,702.97	5,443.09	73.66%
Benefits Administration	7,610.00	327.50	5,635.00	1,675.00	300.00	96.06%
Other Professional Services	9,390.00	863.60	6,685.40	2,314.60	390.00	95.85%
Professional Services Total:	181,558.41	13,102.95	129,995.56	51,209.59	353.26	99.81%
Software Maintenance						
Software Maintenance	254,199.80	1,434.48	169,390.19	10,114.57	74,695.04	70.62%
Software Maintenance Total:	254,199.80	1,434.48	169,390.19	10,114.57	74,695.04	70.62%
Other Contract Services						
Temporary Contract Services	46,703.15	434.70	4,989.96	1,072.75	40,640.44	12.98%
Online Services	239,414.81	10,240.08	121,081.40	52,720.08	65,613.33	72.59%
Collection Development Services	6,400.00	-	2,600.00	-	3,800.00	40.63%
Other Contract Services Total:	292,517.96	10,674.78	128,671.36	53,792.83	110,053.77	62.38%
CONTRACT SERVICES Total:	1,791,079.72	77,833.81	948,104.41	264,199.13	578,776.18	67.69%

Washington-Centerville Public Library
General Fund Expenditures
For the Month Ended October 31, 2025

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
LIBRARY MATERIALS						
New Books						
New Books	547,392.11	37,704.87	309,311.87	232,516.12	5,564.12	98.98%
Standing Orders/Continuations	18,206.81	106.12	5,730.66	1,012.71	11,463.44	37.04%
Book Rentals	70,617.75	196.95	63,209.43	1,978.70	5,429.62	92.31%
New Books Total:	636,216.67	38,007.94	378,251.96	235,507.53	22,457.18	96.47%
Periodicals						
Periodicals	26,000.00	16,299.44	16,582.44	3,540.56	5,877.00	77.40%
Periodicals Total:	26,000.00	16,299.44	16,582.44	3,540.56	5,877.00	77.40%
Audio-Visual Materials						
Movies	105,928.16	11,432.25	54,947.72	40,656.48	10,323.96	90.25%
Read Along Audiobooks	44,007.53	3,479.00	13,145.80	7,456.94	23,404.79	46.82%
Pre-Loaded Learning Tablets	32,185.40	3,788.24	13,084.38	8,136.77	10,964.25	65.93%
Audiobooks	15,386.42	1,340.00	6,740.25	7,683.70	962.47	93.74%
Other Audio-Visual Materials	11,527.62	2,849.14	5,911.98	5,611.64	4.00	99.97%
Audio-Visual Materials Total:	209,035.13	22,888.63	93,830.13	69,545.53	45,659.47	78.16%
Online Subscriptions						
Online Subscriptions	112,000.00	1,553.19	80,888.27	16,466.35	14,645.38	86.92%
Online Subscriptions Total:	112,000.00	1,553.19	80,888.27	16,466.35	14,645.38	86.92%
Inter-Library Delivery Service						
Search Ohio Delivery	13,000.00	-	12,204.45	-	795.55	93.88%
Inter-Library Delivery Service Total:	13,000.00	-	12,204.45	-	795.55	93.88%
Electronic Materials						
eBooks	460,722.25	4,823.77	402,426.69	49,157.57	9,137.99	98.02%
Digital Music Services	42,000.00	-	39,735.00	-	2,265.00	94.61%
Digital Video Services	230,763.18	36,000.42	170,035.51	60,727.67	-	100.00%
Rokus	18,958.88	75.53	13,318.78	1,572.76	4,067.34	78.55%
Electronic Materials Total:	752,444.31	40,899.72	625,515.98	111,458.00	15,470.33	97.94%
Other Library Materials						
Culture Pass	13,000.00	-	7,804.82	45.58	5,149.60	60.39%
Mobile Hotspots	15,000.00	966.23	8,709.61	3,290.39	3,000.00	80.00%
Special Learning Kits	28,747.37	1,468.94	6,643.27	7,551.70	14,552.40	49.38%
Board Game Collection	14,533.76	1,623.20	7,294.61	5,965.07	1,274.08	91.23%
Other Library Materials Total:	71,281.13	4,058.37	30,452.31	16,852.74	23,976.08	66.36%
LIBRARY MATERIALS Total:	1,819,977.24	123,707.29	1,237,725.54	453,370.71	128,880.99	92.92%
CAPITAL OUTLAY						
Land Improvements						
Land Improvements	44,550.00	-	41,250.00	3,300.00	-	100.00%
Land Improvements Total:	44,550.00	-	41,250.00	3,300.00	-	100.00%
Furniture & Equipment						
Furniture & Equipment	13,708.04	1,002.14	7,710.18	171.82	5,826.04	57.50%
Computer Hardware & Software	261,155.84	2,450.15	133,772.82	6,520.84	120,862.18	53.72%
Furniture & Equipment Total:	274,863.88	3,452.29	141,483.00	6,692.66	126,688.22	53.91%
CAPITAL OUTLAY Total:	319,413.88	3,452.29	182,733.00	9,992.66	126,688.22	60.34%

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**Washington-Centerville Public Library
General Fund Expenditures
For the Month Ended October 31, 2025**

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
OTHER EXPENDITURES						
Library Membership & Dues						
Organizational Dues	200.00	-	-	-	200.00	0.00%
Trustee Dues	13,250.00	-	12,811.00	-	439.00	96.69%
Library Membership & Dues Total:	13,450.00	-	12,811.00	-	639.00	95.25%
Taxes & Assessments						
Real Estate Taxes	-	-	-	-	-	
State Sales Tax	3,000.00	-	2,704.79	295.21	-	100.00%
Taxes & Assessments Total:	3,000.00	-	2,704.79	295.21	-	100.00%
Refunds & Reimbursements						
Patron Refunds	1,750.00	60.97	1,190.89	227.11	332.00	81.03%
Refunds & Reimbursements Total:	1,750.00	60.97	1,190.89	227.11	332.00	81.03%
OTHER EXPENDITURES Total:	18,200.00	60.97	16,706.68	522.32	971.00	94.66%
CONTINGENCY						
Contingency						
Contingency	200,000.00	-	-	-	200,000.00	0.00%
Contingency Total:	200,000.00	-	-	-	200,000.00	0.00%
CONTINGENCY Total:	200,000.00	-	-	-	200,000.00	0.00%
TRANSFERS AND OTHER						
Transfers Out						
Transfers Out	1,750,000.00	-	1,000,000.00	-	750,000.00	57.14%
Transfers Out Total:	1,750,000.00	-	1,000,000.00	-	750,000.00	57.14%
TRANSFERS AND OTHER Total:	1,750,000.00	-	1,000,000.00	-	750,000.00	57.14%
General Fund Total:	10,921,594.28	573,896.99	7,345,743.43	880,366.02	2,695,484.83	75.32%

See Notes to the Financial Report

**Washington-Centerville Public Library
Capital Project Funds Expenditures
For the Month Ended October 31, 2025**

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
Contract Services						
Communication & Printing						
Legal Advertisements	1,200.00	-	1,200.00	-	-	100.00%
Communication & Printing Total:	1,200.00	-	1,200.00	-	-	100.00%
Property Maintenance Services						
Site Preparation	35,000.00	-	24,800.00	10,200.00	-	100.00%
Property Maintenance Services Total:	35,000.00	-	24,800.00	10,200.00	-	100.00%
Liability Insurance						
Property Insurance	5,000.00	5,000.00	5,000.00	-	-	100.00%
Liability Insurance Total:	5,000.00	5,000.00	5,000.00	-	-	100.00%
Professional Services						
Architect & Engineering Services	517,800.00	32,500.01	185,587.48	32,212.52	300,000.00	42.06%
Legal Services	8,142.50	-	3,780.10	1,219.90	3,142.50	61.41%
Professional Services Total:	525,942.50	32,500.01	189,367.58	33,432.42	303,142.50	42.36%
Other Contract Services						
Temporary Contract Services	130,000.00	2,089.50	59,307.20	44,172.80	26,520.00	79.60%
Other Contract Services Total:	130,000.00	2,089.50	59,307.20	44,172.80	26,520.00	79.60%
CONTRACT SERVICES Total:	697,142.50	39,589.51	279,674.78	87,805.22	329,662.50	52.71%
Capital Outlay						
Land Improvements						
Land Improvements	-	-	-	-	-	
Land Improvements Total:	-	-	-	-	-	
Buildings						
Buildings	-	-	-	-	-	
Buildings Total:	-	-	-	-	-	
Building Improvements						
Building Improvements	4,587,385.47	295,016.03	1,461,238.77	3,126,146.70	-	100.00%
Building Improvements Total:	4,587,385.47	295,016.03	1,461,238.77	3,126,146.70	-	100.00%
Furniture & Equipment						
Furniture & Equipment	924,614.53	-	15,293.00	137,947.25	771,374.28	16.57%
Computer Hardware & Software	250,000.00	-	-	95,995.00	154,005.00	38.40%
Furniture & Equipment Total:	1,174,614.53	-	15,293.00	233,942.25	925,379.28	21.22%
CAPITAL OUTLAY Total:	5,762,000.00	295,016.03	1,476,531.77	3,360,088.95	925,379.28	83.94%
Capital Project Funds Total:	6,459,142.50	334,605.54	1,756,206.55	3,447,894.17	1,255,041.78	80.57%

See Notes to the Financial Report

**Washington-Centerville Public Library
Dorothy Yeck Good Life Award Fund Expenditures
For the Month Ended October 31, 2025**

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
Dorothy Yeck Good Life Award Fund						
Supplies						
General Administrative Supplies						
Office Supplies	4,750.00	-	-	-	4,750.00	0.00%
Program Supplies	6.33	-	-	-	6.33	0.00%
General/Administrative Supplies Total:	4,756.33	-	-	-	4,756.33	0.00%
SUPPLIES Total:	4,756.33	-	-	-	4,756.33	0.00%
Contract Services						
Printing & Publications						
Printing & Publications	399.19	-	95.99	-	303.20	24.05%
Printing & Publications Total:	399.19	-	95.99	-	303.20	24.05%
Other Contract Services						
Temporary Contract Services	475.00	-	-	-	475.00	0.00%
Other Contract Services Total:	475.00	-	-	-	475.00	0.00%
CONTRACT SERVICES Total:	874.19	-	95.99	-	778.20	10.98%
Dorothy Yeck Good Life Award Fund Total:	5,630.52	-	95.99	-	5,534.53	10.98%

**Washington-Centerville Public Library
Payroll Clearing Fund
For the Month Ended October 31, 2025**

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
Held for Employee Benefits						
Employee Paid Benefits	-	90,164.53	965,529.00	-	(965,529.00)	
Held for Employee Benefits Total:	-	90,164.53	965,529.00	-	(965,529.00)	
Payroll Clearing Fund Total:	-	90,164.53	965,529.00	-	(965,529.00)	
Total All Funds	17,386,367.30	998,667.06	#####	4,328,260.19	2,990,532.14	82.80%

See Notes to the Financial Report

**Washington-Centerville Public Library
General Fund Expenditures
For the Month Ended October 31, 2025**

Description	Month			Year-to-Date		
	Budget	Actual	Favorable/ (Unfavorable)	Budget	Actual	Favorable/ (Unfavorable)
PERSONAL SERVICES						
Salaries						
Manager/Director	51,711.54	51,486.56	224.98	568,826.92	563,751.11	5,075.81
Library Specialists	111,153.85	107,594.28	3,559.57	1,222,692.31	1,193,040.80	29,651.51
Technical Assistants	11,307.69	11,332.80	(25.11)	124,384.62	123,825.83	558.79
Customer Service Assistants	25,384.62	26,876.16	(1,491.54)	279,230.77	266,321.98	12,908.79
Substitutes	3,384.62	1,648.41	1,736.21	37,230.77	28,197.30	9,033.47
Fiscal Officer	8,384.62	8,435.40	(50.78)	92,230.77	92,594.51	(363.74)
Administrative Support	39,719.23	37,084.44	2,634.79	436,911.54	408,532.30	28,379.24
Facilities Manager	6,230.77	6,285.60	(54.83)	68,538.46	67,834.63	703.83
Facilities Assistant/Driver	1,538.46	2,347.20	(808.74)	16,923.08	15,445.54	1,477.54
Library Aides	10,402.31	8,013.70	2,388.61	114,425.44	96,531.50	17,893.94
Shelving Assistants	7,461.54	6,814.59	646.95	82,076.92	77,267.49	4,809.43
Salaries Total:	276,679.24	267,919.14	8,760.10	3,043,471.59	2,933,342.99	110,128.60
Retirement						
Retirement	38,926.15	37,145.54	1,780.61	408,724.62	391,431.25	17,293.37
Retirement Total:	38,926.15	37,145.54	1,780.61	408,724.62	391,431.25	17,293.37
Insurance						
Health Insurance	41,144.25	41,449.98	(305.73)	411,442.50	407,406.86	4,035.64
Health Savings Account	7,506.33	7,375.14	131.19	75,063.29	72,293.05	2,770.24
Dental Insurance	2,024.17	1,963.18	60.99	20,241.67	19,256.05	985.62
Medicare	3,795.35	3,521.85	273.50	41,748.81	38,869.65	2,879.16
Life Insurance	280.42	252.03	28.39	2,804.17	2,537.17	267.00
Worker's Compensation	-	-	-	-	-	-
Insurance Total:	54,750.51	54,562.18	188.33	551,300.43	540,362.78	10,937.65
Other Benefits						
Unemployment Benefits	-	-	-	-	-	-
Other Employee Benefits	-	-	-	-	-	-
Other Benefits Total:	-	-	-	-	-	-
PERSONAL SERVICES Total:	370,355.90	359,626.86	10,729.04	4,003,496.64	3,865,137.02	138,359.62
SUPPLIES						
General/Administrative Supplies						
Office Supplies	2,359.10	3,241.77	(882.68)	23,424.87	19,593.82	3,831.05
Program Supplies	5,524.25	2,124.03	3,400.22	55,242.46	29,784.76	25,457.70
Cataloging/Processing Supplies	1,095.09	321.66	773.43	10,950.88	7,849.51	3,101.37
Small Tools/Minor Equipment	115.66	-	115.66	1,156.60	967.92	188.68
Janitorial Supplies	336.92	417.78	(80.86)	3,158.20	1,572.05	1,586.15
General/Administrative Supplies Total:	9,431.01	6,105.24	3,325.77	93,933.01	59,768.06	34,164.95
Property Maintenance Supplies						
Property Maintenance Supplies	3,813.62	656.05	3,157.57	38,136.15	13,817.80	24,318.35
Property Maintenance Supplies Total:	3,813.62	656.05	3,157.57	38,136.15	13,817.80	24,318.35
Vehicle Fuel & Supplies						
Vehicle Fuel	264.07	63.07	201.00	2,640.65	605.22	2,035.43
Vehicle Supplies	41.67	-	41.67	416.67	142.73	273.94
Vehicle Fuel & Supplies Total:	305.73	63.07	242.66	3,057.32	747.95	2,309.37
Supplies Purchased for Resale						
Supplies Purchased for Resale	6,442.07	2,391.41	4,050.66	64,420.68	21,002.97	43,417.71
Supplies Purchased for Resale Total:	6,442.07	2,391.41	4,050.66	64,420.68	21,002.97	43,417.71
SUPPLIES Total:	19,992.42	9,215.77	10,776.65	199,547.15	95,336.78	104,210.37

**Washington-Centerville Public Library
General Fund Expenditures
For the Month Ended October 31, 2025**

Description	Month			Year-to-Date		
	Budget	Actual	Favorable/ (Unfavorable)	Budget	Actual	Favorable/ (Unfavorable)
CONTRACT SERVICES						
Travel & Meeting						
Mileage	1,010.83	495.11	515.72	9,724.33	5,201.75	4,522.58
In-House Seminars	1,553.16	175.77	1,377.39	15,531.64	399.31	15,132.33
Conference/Meetings	3,900.06	1,232.13	2,667.93	39,000.55	9,957.00	29,043.55
Membership Dues	900.00	715.00	185.00	4,101.00	2,212.55	1,888.45
Travel & Meeting Total:	7,364.05	2,618.01	4,746.04	68,357.53	17,770.61	50,586.92
Communication & Printing						
Telephone Services	451.65	-	451.65	4,516.54	3,937.55	578.99
Computer Data Line	4,256.32	1,388.66	2,867.66	41,387.28	13,962.92	27,424.36
Postage	522.29	-	522.29	17,303.38	4,044.25	13,259.13
Postage Meter Rental	351.04	203.85	147.19	2,399.01	2,137.50	261.51
Security Alarm	312.25	-	312.25	5,647.18	2,088.00	3,559.18
Legal Advertisements	208.33	-	208.33	2,083.33	46.08	2,037.25
Marketing & Advertising	1,638.55	4,052.77	(2,414.22)	16,385.47	16,277.77	107.70
Printing & Publications	261.95	-	261.95	40,568.46	19,585.82	20,982.64
Communication & Printing Total:	8,002.38	5,645.28	2,357.10	130,290.65	62,079.89	68,210.76
Property Maintenance Services						
Building/Site Repair	12,996.70	2,528.85	10,467.85	127,992.43	49,997.40	77,995.03
Equipment & Furniture Repair	2,258.39	2,965.15	(706.76)	22,515.30	16,125.92	6,389.38
Grounds & Snow Removal	9,880.00	3,721.23	6,158.77	119,320.00	50,527.36	68,792.64
Janitorial Services	20,365.88	13,544.35	6,821.53	202,113.62	147,048.36	55,065.26
Trash Services	1,924.55	1,133.06	791.49	17,434.66	11,602.15	5,832.51
Property Maintenance Services Total:	47,425.51	23,892.64	23,532.87	489,376.01	275,301.19	214,074.82
Insurance						
Property Insurance	-	8,463.75	(8,463.75)	31,733.75	30,501.25	1,232.50
Insurance Total:	-	8,463.75	(8,463.75)	31,733.75	30,501.25	1,232.50
Utilities						
Electricity	12,691.37	9,968.81	2,722.56	105,972.97	92,715.10	13,257.87
Natural Gas	2,214.69	2,033.11	181.58	37,514.14	36,148.76	1,365.38
Water/Sewer	-	-	-	9,970.50	5,530.50	4,440.00
Utilities Total:	14,906.06	12,001.92	2,904.14	153,457.61	134,394.36	19,063.25
Professional Services						
Speaker & Program Stipends	1,444.96	1,370.00	74.96	14,449.63	7,104.53	7,345.10
Art & Other Exhibits	476.67	1,375.01	(898.34)	4,766.67	5,346.05	(579.38)
Architect & Engineering Services	-	-	-	-	-	-
Accounting & Auditing Services	-	2,670.00	(2,670.00)	12,800.00	12,705.48	94.52
Legal Services - General	398.33	-	398.33	3,983.33	150.00	3,833.33
Legal Services - Employment	1,938.13	4,792.50	(2,854.38)	19,381.25	16,490.00	2,891.25
Tax Collection Fees	800.00	358.14	441.86	80,000.00	62,363.80	17,636.20
Banking Fees	1,721.78	1,346.20	375.58	17,217.80	13,515.30	3,702.50
Benefits Administration	634.17	327.50	306.67	6,341.67	5,635.00	706.67
Other Professional Services	782.50	863.60	(81.10)	7,825.00	6,685.40	1,139.60
Professional Services Total:	8,196.53	13,102.95	(4,906.42)	166,765.34	129,995.56	36,769.78
Software Maintenance						
Software Maintenance	15,134.65	1,434.48	13,700.17	223,930.50	169,390.19	54,540.31
Software Maintenance Total:	15,134.65	1,434.48	13,700.17	223,930.50	169,390.19	54,540.31
Other Contract Services						
Temporary Contract Services	3,891.93	434.70	3,457.23	38,919.29	4,989.96	33,929.33
Online Services	19,951.23	10,240.08	9,711.15	199,512.34	121,081.40	78,430.94
Collection Development Services	533.33	-	533.33	5,333.33	2,600.00	2,733.33
Other Contract Services Total:	24,376.50	10,674.78	13,701.72	243,764.97	128,671.36	115,093.61
CONTRACT SERVICES Total:	125,405.69	77,833.81	47,571.88	1,507,676.36	948,104.41	559,571.95

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**Washington-Centerville Public Library
General Fund Expenditures
For the Month Ended October 31, 2025**

Description	Month			Year-to-Date		
	Budget	Actual	Favorable/ (Unfavorable)	Budget	Actual	Favorable/ (Unfavorable)
LIBRARY MATERIALS						
New Books						
New Books	39,959.62	37,704.87	2,254.75	437,913.69	309,311.87	128,601.82
Standing Orders/Continuations	983.17	106.12	877.05	14,310.55	5,730.66	8,579.89
Book Rentals	564.94	196.95	367.99	69,487.87	63,209.43	6,278.44
New Books Total:	41,507.73	38,007.94	3,499.79	521,712.11	378,251.96	143,460.15
Periodicals						
Periodicals	17,024.80	16,299.44	725.36	19,393.19	16,582.44	2,810.75
Periodicals Total:	17,024.80	16,299.44	725.36	19,393.19	16,582.44	2,810.75
Audio-Visual Materials						
Movies	9,307.57	11,432.25	(2,124.68)	83,733.76	54,947.72	28,786.04
Read Along Audiobooks	1,821.68	3,479.00	(1,657.32)	35,496.96	13,145.80	22,351.16
Pre-Loaded Learning Tablets	574.67	3,788.24	(3,213.57)	23,131.22	13,084.38	10,046.84
Audiobooks	555.83	1,340.00	(784.17)	13,173.38	6,740.25	6,433.13
Other Audio-Visual Materials	954.67	2,849.14	(1,894.47)	9,618.27	5,911.98	3,706.29
Audio-Visual Materials Total:	13,214.43	22,888.63	(9,674.20)	165,153.59	93,830.13	71,323.46
Online Subscriptions						
Online Subscriptions	7,748.72	1,553.19	6,195.53	96,942.42	80,888.27	16,054.15
Online Subscriptions Total:	7,748.72	1,553.19	6,195.53	96,942.42	80,888.27	16,054.15
Inter-Library Delivery Service						
Search Ohio Delivery	-	-	-	13,000.00	12,204.45	795.55
Inter-Library Delivery Service Total:	-	-	-	13,000.00	12,204.45	795.55
Electronic Materials						
eBooks	3,272.62	4,823.77	(1,551.15)	418,516.65	402,426.69	16,089.96
Digital Music Services	181.36	-	181.36	41,637.27	39,735.00	1,902.27
Digital Video Services	19,230.27	36,000.42	(16,770.16)	192,302.65	170,035.51	22,267.14
Rokus	58.96	75.53	(16.57)	18,318.86	13,318.78	5,000.08
Electronic Materials Total:	22,743.21	40,899.72	(18,156.51)	670,775.43	625,515.98	45,259.45
Other Library Materials						
Culture Pass	375.56	-	375.56	12,248.89	7,804.82	4,444.07
Mobile Hotspots	1,250.00	966.23	283.77	12,500.00	8,709.61	3,790.39
Special Learning Kits	2,874.74	1,468.94	1,405.80	17,248.42	6,643.27	10,605.15
Board Game Collection	1,453.38	1,623.20	(169.82)	8,720.26	7,294.61	1,425.65
Other Library Materials Total:	5,953.67	4,058.37	1,895.30	50,717.57	30,452.31	20,265.26
LIBRARY MATERIALS Total:	108,192.56	123,707.29	(15,514.73)	1,537,694.31	1,237,725.54	299,968.77
CAPITAL OUTLAY						
Land Improvements						
Land Improvements	-	-	-	44,550.00	41,250.00	3,300.00
Land Improvements Total:	-	-	-	44,550.00	41,250.00	3,300.00
Furniture & Equipment						
Furniture & Equipment	1,083.67	1,002.14	81.53	11,540.70	7,710.18	3,830.52
Computer Hardware & Software	21,762.99	2,450.15	19,312.84	217,629.87	133,772.82	83,857.05
Furniture & Equipment Total:	22,846.66	3,452.29	19,394.37	229,170.57	141,483.00	87,687.57
CAPITAL OUTLAY Total:	22,846.66	3,452.29	19,394.37	273,720.57	182,733.00	90,987.57

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**Washington-Centerville Public Library
General Fund Expenditures
For the Month Ended October 31, 2025**

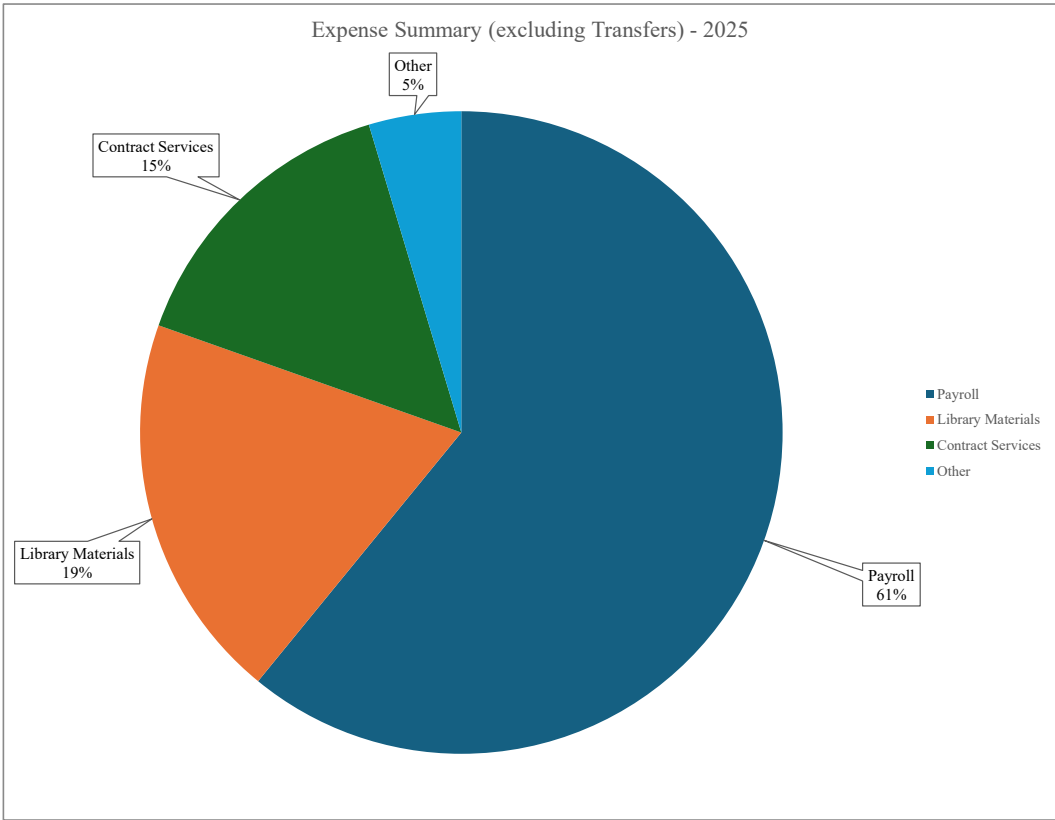
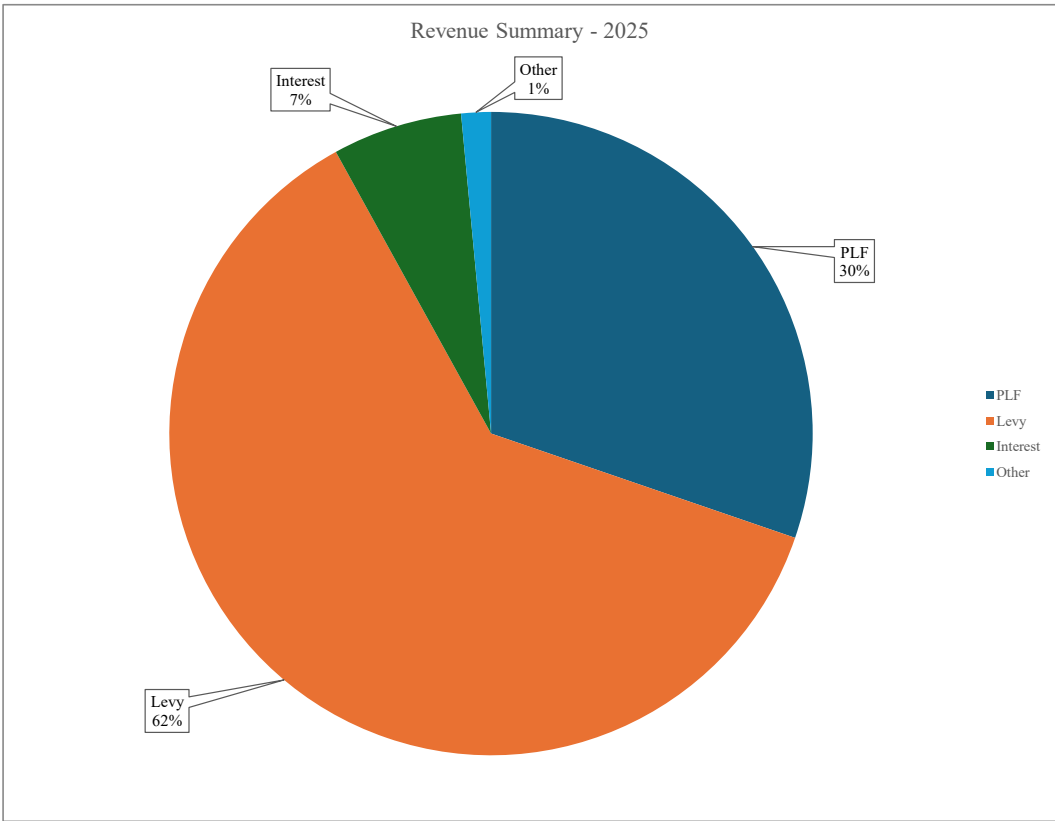
Description	Month			Year-to-Date		
	Budget	Actual	Favorable/ (Unfavorable)	Budget	Actual	Favorable/ (Unfavorable)
OTHER EXPENDITURES						
Library Membership & Dues						
Organizational Dues	16.67	-	16.67	166.67	-	166.67
Trustee Dues	-	-	-	13,250.00	12,811.00	439.00
Library Membership & Dues Total:	16.67	-	16.67	13,416.67	12,811.00	605.67
Taxes & Assessments						
Real Estate Taxes	-	-	-	-	-	-
State Sales Tax	-	-	-	3,000.00	2,704.79	295.21
Taxes & Assessments Total:	-	-	-	3,000.00	2,704.79	295.21
Refunds & Reimbursements						
Patron Refunds	145.83	60.97	84.86	1,458.33	1,190.89	267.44
Refunds & Reimbursements Total:	145.83	60.97	84.86	1,458.33	1,190.89	267.44
OTHER EXPENDITURES Total:	162.50	60.97	101.53	17,875.00	16,706.68	1,168.32
CONTINGENCY						
Contingency						
Contingency	-	-	-	-	-	-
Contingency Total:	-	-	-	-	-	-
CONTINGENCY Total:	-	-	-	-	-	-
TRANSFERS AND OTHER						
Transfers Out						
Transfers Out	-	-	-	1,000,000.00	1,000,000.00	-
Transfers Out Total:	-	-	-	1,000,000.00	1,000,000.00	-
TRANSFERS AND OTHER Total:	-	-	-	1,000,000.00	1,000,000.00	-
General Fund Total:	646,955.72	573,896.99	73,058.73	8,540,010.02	7,345,743.43	1,194,266.59

See Notes to the Financial Report

Washington-Centerville Public Library
Footnotes To The Monthly Financial Statements
For the Month Ended October 31, 2025

Year-to-Date - Last Three Years								
	Year to Date				Year to Date			
	2025	2024	\$ Change	% Change	2024	2023	\$ Change	% Change
GENERAL FUND:								
REVENUE								
Public Library Fund	2,751,042	2,303,506	447,536	19.4%	2,303,506	2,522,528	(219,022)	-8.7%
Operating Levy	5,614,471	5,562,304	52,167	0.9%	5,562,304	5,167,452	394,852	7.6%
Federal, State and Local Grants	-	3,573	(3,573)	-100.0%	3,573	2,000	1,573	78.7%
Patron Fees, and Supplies	106,739	116,059	(9,320)	-8.0%	116,059	97,499	18,560	19.0%
Interest Income	593,330	632,211	(38,881)	-6.1%	632,211	371,335	260,876	70.3%
Donations	15,922	21,733	(5,811)	-26.7%	21,733	28,598	(6,865)	-24.0%
Refunds/Reimbursements	11,229	12,409	(1,180)	-9.5%	12,409	14,145	(1,736)	-12.3%
Miscellaneous	1,151	162	989	610.6%	162	282	(120)	-42.6%
Total Revenue	9,093,884	8,651,957	441,927	5.1%	8,651,957	8,203,839	448,118	5.5%
EXPENDITURES								
Salaries	2,933,343	2,929,257	4,086	0.1%	2,929,257	2,581,242	348,015	13.5%
Retirement	391,431	436,914	(45,483)	-10.4%	436,914	593,432	(156,518)	-26.4%
Insurance & Other Benefits	540,363	534,677	5,686	1.1%	534,677	528,056	6,621	1.3%
Supplies	95,337	125,732	(30,395)	-24.2%	125,732	104,124	21,608	20.8%
Purchased / Contract Services	948,104	1,046,051	(97,947)	-9.4%	1,046,051	875,796	170,255	19.4%
Library Materials	1,237,726	1,269,339	(31,613)	-2.5%	1,269,339	1,124,148	145,191	12.9%
Capital Outlay	182,733	149,709	33,024	22.1%	149,709	181,549	(31,840)	-17.5%
Other Expenditures	16,707	26,109	(9,402)	-36.0%	26,109	17,316	8,793	50.8%
Transfers to Other Funds	1,000,000	2,000,000	(1,000,000)	-50.0%	2,000,000	10,000	1,990,000	19900.0%
Total Expenditures	7,345,743	8,517,788	(1,172,045)	-13.8%	8,517,788	6,015,663	2,502,125	41.6%
Net Change in Fund Balance	1,748,140	134,169	1,613,971		134,169	2,188,176	(2,054,007)	

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	260,948	260,948	(0)	0.0%	2,742,603	2,751,042	8,438	0.3%
Operating Levy	0	0	0		4,690,516	4,998,345	307,829	6.6%
Federal, State and Local Grants	300,000	308,445	8,445	2.8%	600,000	616,126	16,126	2.7%
Patron Fees, and Supplies	8,458	10,437	1,979	23.4%	84,583	106,739	22,155	26.2%
Interest Income	26,817	67,734	40,917	152.6%	345,940	593,330	247,390	71.5%
Donations	572	180	(392)	-68.6%	21,356	15,922	(5,434)	-25.4%
Refunds/Reimbursements	750	2,173	1,423	189.7%	7,500	11,229	3,729	49.7%
Miscellaneous	4,183	-9	(4,192)	-100.2%	41,833	1,151	(40,682)	-97.2%
Total Revenue	601,729	649,908	48,180	8.0%	8,534,333	9,093,884	559,551	6.6%
EXPENDITURES								
Salaries	276,679	267,919	8,760	3.2%	3,043,472	2,933,343	110,129	3.6%
Retirement	38,926	37,146	1,781	4.6%	408,725	391,431	17,293	4.2%
Insurance & Other Benefits	54,751	54,562	188	0.3%	551,300	540,363	10,938	2.0%
Supplies	19,992	9,216	10,777	53.9%	199,547	95,337	104,210	52.2%
Purchased / Contract Services	125,406	77,834	47,572	37.9%	1,507,676	948,104	559,572	37.1%
Library Materials	108,193	123,707	(15,515)	-14.3%	1,537,694	1,237,726	299,969	19.5%
Capital Outlay	22,847	3,452	19,394	84.9%	273,721	182,733	90,988	33.2%
Other Expenditures	163	61	102	62.5%	17,875	16,707	1,168	6.5%
Contingency	0	0	0		0	0	0	
Transfers to Other Funds	0	0	0		1,000,000	1,000,000	0	0.0%
Total Expenditures	646,956	573,897	73,059	11.3%	8,540,010	7,345,743	1,194,267	14.0%
Net Change in Fund Balance	(45,227)	76,011	121,238		(5,677)	1,748,140	1,753,818	
Net Change in Fund Balance - Excluding Transfers	(45,227)	76,011	121,238		994,323	2,748,140	1,753,818	



Washington-Centerville Public Library
Footnotes to the Monthly Financial Reports
For the Month Ended October 31, 2025

Cash Position and Monthly Cash Reconciliation

1. The month of October saw a decrease in fund balance of \$0.26 million, or 1.29%. The General Fund did increase due to receipt of the public library fund and the property tax rollback from the State of Ohio.

The Building Fund decreased by nearly 8% due to large payments related to the construction project.

2. The Year-to-Date Cash Position shows an overall increase of over 5% since the beginning of the year.

For the year, the General Fund is up about 19.6%. With coming expenditures, it is anticipated that this increase should be nearly eliminated by year-end, or early in 2026.

The building fund has decreased by about 15.5%. With upcoming payments, and the anticipated transfer from the general fund, it is anticipated that we will see an overall decrease in this balance of 14%/

Revenue Summary and Revenue Budget Summary

The General Fund revenue was about 18.3% higher than estimated for the month and is about 5.4% higher for the year-to-date. For the year, we have collected nearly 85% of budgeted revenue.

1. The Public Library Fund budget was reallocated based on the state budget changes. For the remainder of 2025, there should be almost no monthly fluctuation. For the year, the PLF is about 0.3% above estimates. We will likely end up close to this amount over budget for the year
2. During October, we received the property tax rollback from the State of Ohio. This ended up being about 2.7% above estimates for year.
3. Interest income again exceeded estimates. Even with the rate cuts, we are nearly 72% above estimates.

Washington-Centerville Public Library
Footnotes to the Monthly Financial Reports
For the Month Ended October 31, 2025

Expense Account Summary and Expense Budget Summary

For the month of October, General Fund expenditures were about 11% below estimated amounts. For the year, these amounts are still about 14% under budget.

1. During the month of October, personal services expenditures were about 2.9% under budget and are about 3.5% under budget for the year.

Salaries/Retirement

Salaries and retirement account for 92% of the \$127,422 that we have come in under budget for the year. Among the factors that are contributing to this are the delays in hiring of a new Creativity Commons Team Leader and Human Resources Assistant, and some positions that we are delaying hiring because of Centerville being under renovation.

Insurance

Insurance expenditures were very close to budgeted amounts for the month of October. This was due to a couple of employees making insurance coverage changes. We recently made some reallocation to these amounts.

2. Supplies are much lower than budgeted. Program supplies, property maintenance and consumable supplies all remain significantly under budget for the year.

General and Administrative Supplies

We are seeing these supplies coming in much lower than anticipated, but program supplies accounts for over 70% of the shortfall for the year-to-date. As departments have been submitting their initial 2026 budget requests, this has been a topic that has been discussed. We have been stressing the need to have some plans in place for programs in the 2026 budget year, while also leaving some room for new programs that may arise.

Supplies Purchased for Resale

These expenditures continue to be significantly under budget. Recently, we began tracking the sales at Creativity Commons in a slightly different manner that will hopefully begin to provide us with some better information moving forward. This should help in evaluating the budget and ordering throughout the remainder of the year.

3. Contract Services make up a large portion of the amount that we were under budget for the month. These budgeted expenditures accounted for over 50% of the entire amount we are under budget.

Washington-Centerville Public Library
Footnotes to the Monthly Financial Reports
For the Month Ended October 31, 2025

Travel & Meeting

This line has consistently come in well under budget. There are several factors that are contributing to this. First, there were some conferences that were budgeted that staff could not get into. We also saw a change in priority regarding staff training. We had budgeted for an all-staff training day but shifted to doing more targeted training opportunities. In 2026 budget meetings, we have been pressing the need to better estimate costs for conference planning, including providing some tools to do so.

Communication & Printing

These expenditures continue to come in well under budgeted amounts. Computer data line expenditures are nearly 66% under budgeted amounts for the year. This is an area that will be revisited during the budgeting process next year. We also see postage amounts being nearly 76% under budget for the year. With over 50% of this amount being related to sending the Calendar of Events and other marketing items, we have seen that the amounts related to these items are not being billed this way. Finally, Printing and Publications is another area that is well under budget. We have noticed, due to overages on our copier contracts, that we need to start pushing large print jobs to our external printing company.

Property Maintenance and Repair

Property maintenance and repair expenses are about 44% under budget for the year. First, building/site repairs were about 61% under budget for the year. This speaks to their being a lack of major repairs being needed during the year. As these expenditures can routinely end up being large, there is little that can be done to address this moving forward. Second, grounds and snow removal are 58% under budget for the year. With the switch to Grunder Landscaping, we are now seeing level billing from month-to-month. This should allow us to better budget and potentially reallocate these funds if the need arises. Finally, janitorial services are nearly 27% under budget. This is due, in large part, to the ongoing renovation of Centerville resulting in reduced monthly cleaning costs.

Utilities

Utility costs are about 20% under budget for the month. We have seen a rather significant increase in both usage and bill amounts for electricity.

Professional Services

Professional services is another area that is well under budget. So far for the year, these costs are about 22% under budget. Tax collection fees will end up significantly under budget. Fees on the second half settlement were much less than anticipated. During November, we transferred the remaining balance in tax collection fees to Legal Services – Employment. Legal Services have begun to increase because of collective bargaining.

Washington-Centerville Public Library
Footnotes to the Monthly Financial Reports
For the Month Ended October 31, 2025

Finally, other professional services will see an increase due to the recruitment of a new Human Resources Manager.

4. Library materials are about 19.5% under budget for the year, with the largest portions being related to new books and audio-visual materials. As you have seen throughout the year, these amounts can vary from month-to-month. For the month of October, we ended up about 14.3% over budget.

New Books

These expenditures are about 27.5% under budget for the year. As is the nature of these expenditures, we saw a month where we came in well under budget. This month, we have seen amounts closer to anticipated, if not above.

Audio-Visual Materials

All of the audio-visual materials saw a spike last month. Some of this related to the timing of ordering, some new collections being tested out, Playaway quarterly ordering, and popularity of the Tonies collection. As a result of this, they ended up over 73% over budget. These items remain 43% under budget for the year.

5. Capital outlay is now about 33% under budget for the year. Both land improvements and computer hardware/software have come in well under budget.

Washington-Centerville Public Library
Investment Schedules
For the Month Ended October 31, 2025

Interest Income - Year-to-Date

	US Bank/PNC	RedTree	STAR	Total
2025	\$ 22,964.75	\$ 181,292.20	\$ 389,073.12	\$ 593,330.07
2024	210,700.50	-	421,510.49	632,210.99
Change - YTD	\$ (187,735.75)	\$ 181,292.20	\$ (32,437.37)	\$ (38,880.92)

Interest Income Schedule - Next Twelve Months

	RedTree	STAR	Total
November	\$ 21,854.00	\$ 28,707.80	\$ 50,561.80
December	\$ 36,798.00	29,038.72	\$ 65,836.72
January	\$ 30,657.00	27,316.29	\$ 57,973.29
February	\$ 35,879.00	24,751.36	\$ 60,630.36
March	\$ 21,200.00	25,649.98	\$ 46,849.98
April	\$ 50,005.00	24,896.35	\$ 74,901.35
May	\$ 46,875.00	23,957.36	\$ 70,832.36
June	\$ 20,653.00	23,248.54	\$ 43,901.54
July	\$ 14,303.00	25,199.40	\$ 39,502.40
August	\$ 30,031.00	22,298.97	\$ 52,329.97
September	\$ 12,653.00	21,634.63	\$ 34,287.63
October	\$ 38,838.00	22,410.91	\$ 61,248.91
	\$ 359,746.00	\$ 299,110.30	\$ 658,856.30

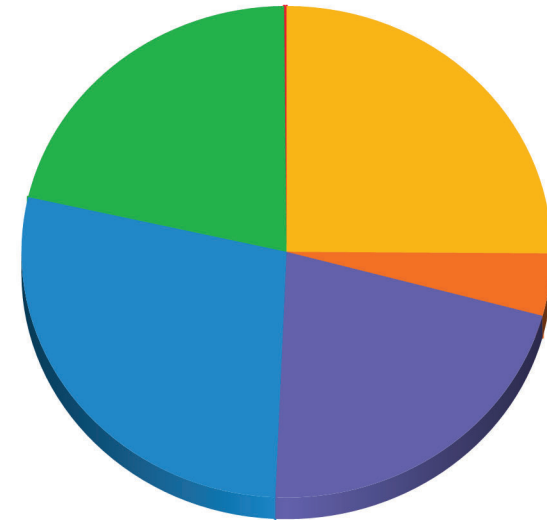
See Notes to the Investment Report

Monthly Activity Summary

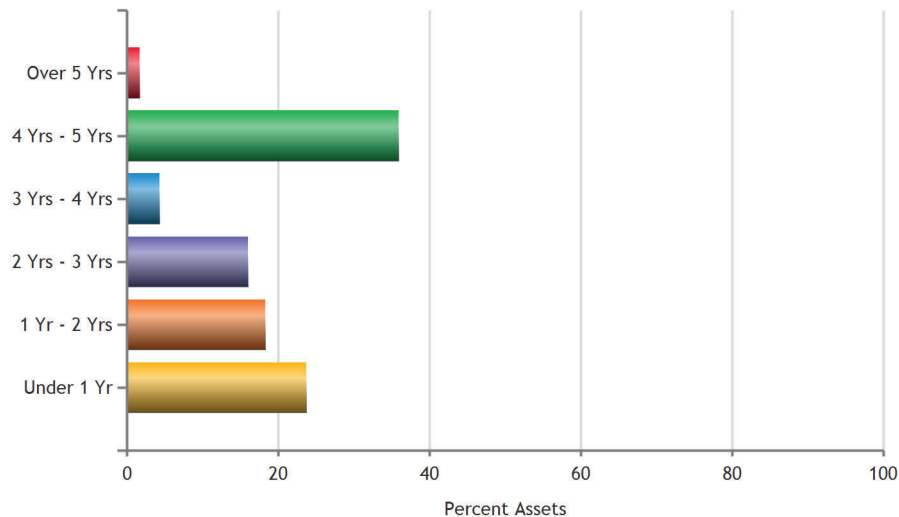
Since 10/1/2025

Beginning Book Value	8,746,629.62
Contributions	1,500,000.00
Withdrawals	0.00
Prior Month Management Fees	-742.12
Realized Gains/Losses	0.00
Gross Interest Earnings	36,847.16
Ending Book Value	10,282,734.66

Portfolio Allocation as of 10/31/2025

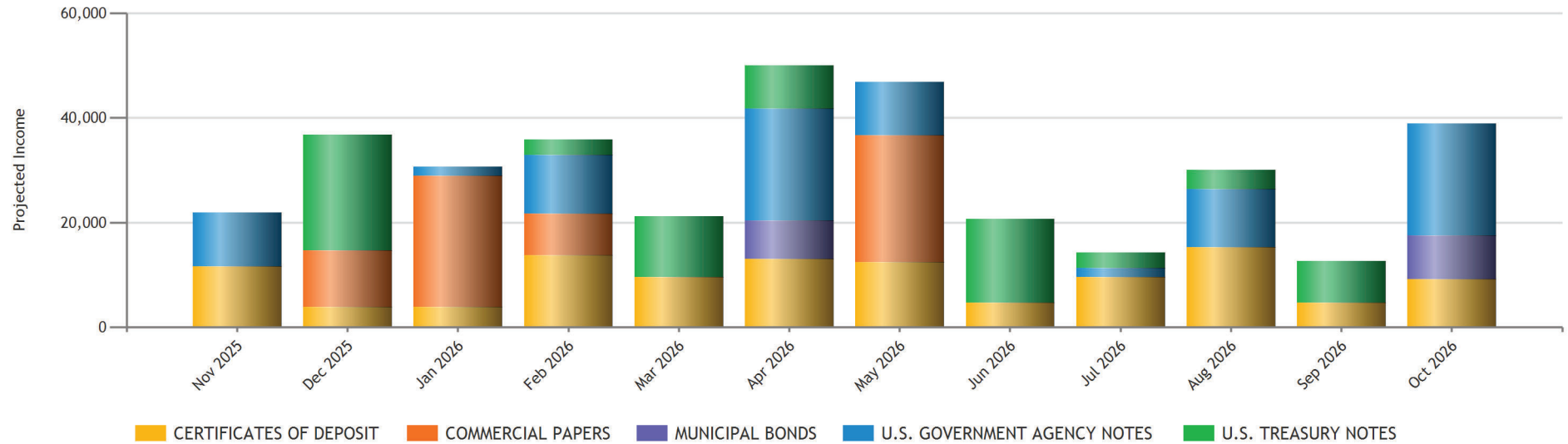


Distribution by Maturity



Allocation Information

Security Type	Market Value	% Assets	Yield	WAM
U.S. GOVERNMENT AGENCY NOTES	2,620,166.63	25.1	4.24	2.80
MUNICIPAL BONDS	426,913.86	4.1	3.94	4.64
U.S. TREASURY NOTES	2,242,653.24	21.5	4.11	3.38
CERTIFICATES OF DEPOSIT	2,912,226.65	27.9	3.92	2.90
COMMERCIAL PAPERS	2,221,060.70	21.3	4.30	0.32
MONEY MARKET FUNDS	15,181.15	0.1	3.94	0.00
Total	10,438,202.22	100.0	4.12	2.49



	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Oct 2026
CERTIFICATES OF DEPOSIT	11,604	3,878	3,878	13,700	9,575	13,019	12,380	4,653	9,553	15,233	4,653	9,125
COMMERCIAL PAPERS	0	10,836	25,029	8,006	0	0	24,245	0	0	0	0	0
MUNICIPAL BONDS	0	0	0	0	0	7,395	0	0	0	0	0	8,372
U.S. GOVERNMENT AGENCY NOTES	10,250	0	1,750	11,173	0	21,341	10,250	0	1,750	11,173	0	21,341
U.S. TREASURY NOTES	0	22,085	0	3,000	11,625	8,250	0	16,000	3,000	3,625	8,000	0
Total	21,854	36,798	30,657	35,879	21,200	50,005	46,875	20,653	14,303	30,031	12,653	38,838
Grand Total	359,746											

Quantity	Cusip	Security Description	Moody's	S&P	Call Date	Cost Basis	Market Value	Yield at Cost	Wtd Maturity	FDIC Number	Purchase Date
U.S. GOVERNMENT AGENCY NOTES											
250,000	3130ASZ77	Federal Home Ln Bank 4.000% Due 8/25/2027	Aa1	AA+	11/25/2025	250,000.00	249,390.64	4.00	1.73		8/30/2022
250,000	3130ASY94	Federal Home Ln Bank 4.200% Due 8/25/2027	Aa1	AA+	11/25/2025	250,000.00	249,740.75	4.20	1.72		8/30/2022
300,000	3135G05Y5	Federal Natl Mtg Assoc 0.750% Due 10/8/2027	Aa1	AA+		278,373.00	283,841.15	3.85	1.89		4/24/2025
400,000	3130B1CP0	Federal Home Ln Bank 5.125% Due 11/10/2027	Aa1	AA+	11/10/2025	400,000.00	400,094.55	5.13	1.86		5/10/2024
350,000	3136G4ZN6	Federal Natl Mtg Assoc 1.000% Due 7/27/2028	Aa1	AA+	1/27/2026	318,535.00	325,862.32	3.94	2.65		4/11/2025
150,000	3133EMX80	Federal Farm Credit Bank 1.230% Due 8/2/2028	Aa1	AA+	11/7/2025	140,837.85	140,431.88	3.57	2.66		10/27/2025
400,000	3133ETBF3	Federal Farm Credit Bank 4.000% Due 4/1/2030	Aa1	AA+		399,496.00	404,358.96	4.03	4.01		4/9/2025
300,000	3130B5TW8	Federal Home Ln Bank 4.540% Due 4/17/2030	Aa1	AA+	4/17/2026	300,000.00	300,115.91	4.54	3.99		4/17/2025
250,000	3130B7YU2	Federal Home Ln Bank 4.325% Due 10/15/2030	Aa1	AA+	4/15/2026	250,000.00	248,977.33	4.33	4.41		10/15/2025
Accrued Interest							17,353.15				
						2,587,241.85	2,620,166.63	4.24	2.80		
MUNICIPAL BONDS											
250,000	19951BCG7	City of Columbus, OH GO 3.666% Due 10/1/2028	Aaa	AAA		250,000.00	250,020.00	3.67	2.74		10/22/2025
175,000	19951BBV5	City of Columbus, OH GO 4.331% Due 10/1/2034	Aaa	AAA		175,000.00	176,475.25	4.33	7.34		10/22/2025
Accrued Interest							418.61				
						425,000.00	426,913.86	3.94	4.64		
U.S. TREASURY NOTES											
250,000	91282CJS1	US Treasury Note 4.250% Due 12/31/2025	Aa1	AA+		249,227.75	250,134.94	4.43	0.16		3/19/2024
200,000	91282CLK5	US Treasury Note 3.625% Due 8/31/2029	Aa1	AA+		197,976.56	199,671.88	3.88	3.53		4/21/2025
400,000	91282CLR0	US Treasury Note 4.125% Due 10/31/2029	Aa1	AA+		399,656.25	406,609.38	4.15	3.66		4/15/2025
400,000	91282CMA6	US Treasury Note 4.125% Due 11/30/2029	Aa1	AA+		399,749.98	406,671.88	4.14	3.67		4/15/2025
400,000	91282CGB1	US Treasury Note 3.875% Due 12/31/2029	Aa1	AA+		399,359.37	402,890.62	3.91	3.77		4/21/2025
400,000	91282CMU2	US Treasury Note 4.000% Due 3/31/2030	Aa1	AA+		396,421.88	404,890.62	4.20	4.01		4/15/2025

Quantity	Cusip	Security Description	Moody's	S&P	Call Date	Cost Basis	Market Value	Yield at Cost	Wtd Maturity	FDIC Number	Purchase Date
150,000	91282CHR5	US Treasury Note 4.000% Due 7/31/2030	Aa1	AA+		150,000.00	151,828.13	4.00	4.26		7/31/2025
Accrued Interest							19,955.80				
							2,192,391.79	2,242,653.24	4.11	3.38	

CERTIFICATES OF DEPOSIT

229,000	88709RBQ1	Timberland Bank, WA 3.900% Due 2/22/2027				228,828.25	229,704.29	3.98	1.26	28453	8/20/2025
150,000	55316CDS2	M1 Bank, MO 3.900% Due 8/26/2027				149,850.00	150,532.29	3.95	1.73	9797	8/26/2025
245,000	70153RNU8	Parkway Bank and Trust, IL 4.000% Due 8/30/2027				244,877.50	246,505.99	4.03	1.74	19008	8/28/2025
245,000	27004PGY3	Eaglemark Savings Bank, NV 3.650% Due 10/15/2027				244,755.00	244,837.59	3.70	1.87	34313	10/15/2025
249,000	35633MFY3	The Freedom Bank of Virginia, VA 3.650% Due 10/18/2027				248,751.00	248,862.18	3.73	1.86	57184	10/16/2025
245,000	02589AHG0	American Express Nat'l Bank, UT 4.050% Due 5/8/2028				244,632.50	247,056.04	4.10	2.33	27471	5/7/2025
140,000	05612LES7	BMW Bank of North America, UT 3.950% Due 5/9/2028				139,790.00	140,813.75	4.00	2.34	35141	5/12/2025
145,000	38150V4Q9	Goldman Sachs Bank USA, NY 3.800% Due 8/21/2028				144,782.50	145,363.33	3.85	2.62	33124	8/19/2025
249,000	45780PDG7	Institution for Savings, MA 3.650% Due 10/29/2029				248,502.00	248,053.70	3.73	3.65	90250	10/28/2025
249,000	58404DXW6	Medallion Bank, UT 4.150% Due 6/17/2030				248,377.50	253,264.85	4.24	4.14	57449	6/16/2025
245,000	73319FDZ9	Poppy Bank, CA 4.000% Due 7/31/2030				244,387.50	247,574.95	4.06	4.26	57903	7/31/2025
245,000	32022WEG7	First Federal Bank, FL 3.800% Due 10/17/2030				245,000.00	245,562.52	3.83	4.45	31313	10/17/2025
249,000	09776DAZ7	BOM Bank, LA 3.650% Due 10/24/2030				248,502.00	247,913.71	3.72	4.47	1373	10/24/2025
Accrued Interest							16,181.46				
							2,881,035.75	2,912,226.65	3.92	2.90	

COMMERCIAL PAPERS

400,000	78015CZ88	RBC 0.000% Due 12/8/2025	P-1	A-1+		389,164.44	398,340.40	4.36	0.11		4/22/2025
400,000	06369MAG8	BMO 0.000% Due 1/16/2026	P-1	A-1		387,520.00	396,596.00	4.29	0.21		4/21/2025

Quantity	Cusip	Security Description	Moody's	S&P	Call Date	Cost Basis	Market Value	Yield at Cost	Wtd Maturity	FDIC Number	Purchase Date
400,000	62479MAG8	MUFG Bank 0.000% Due 1/16/2026	P-1	A-1		387,450.97	396,572.00	4.37	0.21		4/24/2025
250,000	89119BBP0	TD Bank 0.000% Due 2/23/2026	P-1	A-1		241,993.75	246,849.25	4.41	0.32		5/29/2025
250,000	06054PEJ1	Bank of America 0.000% Due 5/18/2026		A-1		242,331.25	244,576.25	4.22	0.54		8/21/2025
300,000	63307MEJ4	National Bank CDA 0.000% Due 5/18/2026	P-1	A-1		291,101.83	293,553.30	4.18	0.54		8/28/2025
250,000	60689GEK8	Mizuho Securities 0.000% Due 5/19/2026	P-1	A-1		242,321.88	244,573.50	4.22	0.54		8/22/2025
Accrued Interest							0.00				
						2,181,884.12	2,221,060.70	4.30	0.32		
MONEY MARKET FUNDS											
	USBMMF	First American Treasury Obligations Fund				15,181.15	15,181.15	3.94	0.00		
						15,181.15	15,181.15	3.94	0.00		
Total Portfolio						10,282,734.66	10,438,202.22	4.12	2.49		



P.O. Box 7177
Dublin, OH 43017

Account Statement

October 01, 2025 - October 31, 2025

Return Service Requested

0003053-0003259 PDFE 001 ----- 849701



Client Services



Call: 800-648-STAR (7827)



Visit our website: www.tos.ohio.gov/star-ohio



Funds Management
STAR Ohio
Columbus, OH 43260

Shareholder Message Center

STAR Ohio will be closed on Tuesday, November 11 for Veterans Day and Thursday, November 27 for Thanksgiving Day. The fund will close early at 1:00 p.m. on Friday, November 28.

The STAR Ohio email address is now info@starohio.gov. Please use this email for any/all STAR Ohio related requests.

As a reminder, a 24 hr. advanced notification for purchase and redemption transactions over \$100 million is highly recommended.

Enhancing Security Awareness for Your Investments:

In today's digital landscape, security awareness is paramount for local governments of all sizes. To help you strengthen your defenses, we've compiled a checklist of security awareness best practices:

1. **Regular Training:** Conduct ongoing cybersecurity training for all employees, emphasizing phishing awareness and safe online practices.
2. **Multi-Factor Authentication (MFA):** Implement MFA for all financial systems to add an additional layer of security beyond passwords.
3. **Secure Access Controls:** Ensure that access to investment platforms is restricted based on roles and responsibilities, regularly reviewing permissions.
4. **Data Encryption:** Use encryption for sensitive data both in transit and at rest, protecting it from unauthorized access.
5. **Incident Response Plan:** Develop and regularly update an incident response plan to address potential security breaches swiftly and effectively.
6. **Regular Software Updates:** Keep all software, including firewalls and anti-virus programs, up to date to defend against vulnerabilities.
7. **Monitor Transactions:** Regularly review and monitor transactions for unusual activity, enabling quick detection of potential fraud.
8. **Secure Communication Channels:** Utilize secure methods for communication regarding sensitive financial information, avoiding unsecured emails.

Most importantly, if you believe your account or credentials may have been compromised in any way (including a direct compromise or through a cybersecurity or phishing incident), please contact STAR Ohio at 1.800.648.STAR (7827) to have your account(s) flagged to monitor any suspicious activity.

ACCOUNT SUMMARY

Funds	Total Shares	Share Price	Share Value
STAR Ohio	8,519,013.010	\$1.0000	\$8,519,013.01

DISTRIBUTION SUMMARY

Funds	YTD Earnings	Reinvestment Option
	Income	Income
STAR Ohio	\$389,073.12	Reinvest

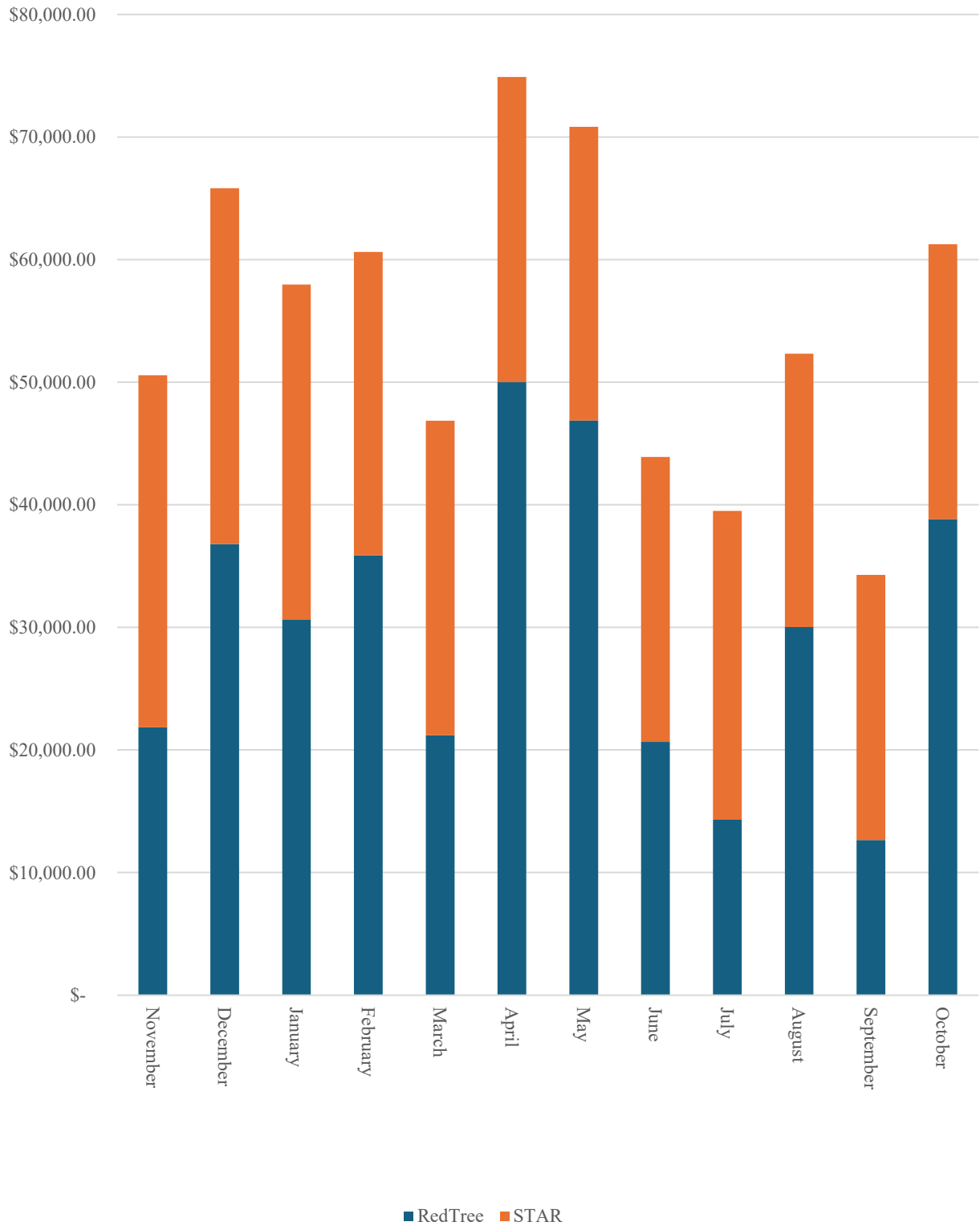
TRANSACTIONS

STAR Ohio Account Number: 30182

30 Day Yield = 4.28%

Date	Transaction Type	To/From Account Number	Shares	Share Price	Gross Amount	Share Value
	Beginning Shares Balance		9,988,125.760	\$1.00		\$9,988,125.76
10/01/2025	Redemption		(1,500,000.000)	\$1.00	(\$1,500,000.00)	8,488,125.76
10/31/2025	Income Dividend Reinvestment		30,887.250	\$1.00	\$30,887.25	8,519,013.01
	Closing Balance		8,519,013.010	\$1.00		\$8,519,013.01

Monthly Projected Investment Income - Next Twelve Months



Washington-Centerville Public Library
Footnotes to the Investment Report
For the Month of October 2025 and Year-to-Date

Overall, with the changes to the investment account noted below, there is an average maturity of 2.49 years, with a 4.12% yield. The STAR Ohio account had a 30 day yield, at 4.28%.

Purchases

As noted during the October Board Meeting, \$1.5 million was moved from STAR Ohio to RedTree to lock in some higher interest rates for a longer term than STAR Ohio will likely provide.

Maturity Date	Type	Description	Quantity	Cost	Yield at Cost
8/2/2028	U.S. Gov't Agency	Federal Farm Credit Bank	\$ 150,000.00	\$ 140,837.85	3.57%
10/15/2030	U.S. Gov't Agency	Federal Home Loan Bank	\$ 250,000.00	\$ 250,000.00	4.33%
10/1/2028	Municipal Bond	City of Columbus GO	\$ 250,000.00	\$ 250,000.00	3.67%
10/1/2034	Municipal Bond	City of Columbus GO	\$ 175,000.00	\$ 175,000.00	4.33%
10/15/2027	CD	Eaglemark Savings	\$ 245,000.00	\$ 244,755.00	3.70%
10/18/2027	CD	The Freedom Bank of VA	\$ 249,000.00	\$ 248,751.00	3.73%
10/29/2029	CD	Institution for Savings	\$ 249,000.00	\$ 248,502.00	3.73%
10/17/2030	CD	First Federal Bank	\$ 245,000.00	\$ 245,000.00	3.83%
10/24/2030	CD	BOM Bank	\$ 249,000.00	\$ 248,502.00	3.72%
Total			\$ 2,062,000.00	\$ 2,051,347.85	

As you can see, there was a large amount of purchases during October. Both agency securities are callable, but for the Federal Farm Credit Bank purchase, most of the earnings will come at maturity. Additionally, for the first time, we have added municipal bonds to our portfolio. Of the municipal bonds, one has a nine-year maturity and carries a 4.33% yield.

Maturities/Calls

During October, there were two investments that were called.

Maturity Date	Type	Description	Quantity	Annual Income	Yield at Cost
10/1/2026	U.S. Gov't Agency	Federal Home Loan Bank	\$ 250,000.00	\$ 10,625.00	4.25%
4/24/2030	U.S. Gov't Agency	Federal Home Loan Mortg.	\$ 260,000.00	\$ 12,324.00	4.74%
Total			\$ 510,000.00	\$ 22,949.00	

Additional Information

During October, the Federal Reserve cut the federal funds rate by 0.25%. There may be one additional rate cut that occurs during the month of December.

There is growing pessimism in the economy, according to the University of Michigan Consumer Sentiment Index. The index has fallen from 70.5 in October 2024, to 50.3 in November, which marks a 28.7% decrease.

APPENDED TO NOVEMBER 18, 2025 FINANCIAL REPORT
Washington-Centerville Public Library

ITEM A: Personnel Actions:

Hiring

- Don Salvatore, Human Resources Manager, Manager 2, 11/17/25, \$90,000 per year

Promotions

- None

End of Provisionary

- None

Change in Status

- None

Retirement

- Margaret Robinson, Human Resources Manager, 11/28/25

Resignation/Termination

- None

Washington-Centerville Public Library

Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
2506	10/31/2025	Kindred Spirits Investment Management, LLC	EFT	\$ 742.12
46903	10/27/2025	Amazon Capital Services, Inc.	Check	5,989.59
46904	10/27/2025	CINTAS CORPORATION	Check	138.85
46905	10/27/2025	DAYTON/MIAMI VALLEY ENTREPRENEURS CENTER	Check	500.00
46906	10/27/2025	Lifestyle Publications, LLC	Check	941.25
46907	10/27/2025	ONSOLVE, LLC	Check	1,043.99
46908	10/27/2025	RIVISTAS SUBSCRIPTION SERVICES	Check	15,959.44
46909	10/27/2025	RUMPKE OF OHIO, INC.	Check	213.53
46910	10/27/2025	SAM'S CLUB	Check	1,133.51
46911	10/31/2025	CADRE COMPUTER RESOURCES CO.	Check	1,350.00
46912	10/31/2025	CENTERVILLE CITY SCHOOLS	Check	41,449.98
46913	10/31/2025	CHARTER COMMUNICATIONS	Check	159.99
46914	10/31/2025	CSH Group, Inc.	Check	770.00
46915	10/31/2025	DELTA DENTAL	Check	1,963.18
46916	10/31/2025	DONNELLON MCCARTHY	Check	391.04
46917	10/31/2025	HOME DEPOT CREDIT SERVICES	Check	290.78
46918	10/31/2025	KATSAM LLC	Check	82.00
46919	10/31/2025	MARTIN J. GRUNDER JR., INC	Check	270.00
46920	10/31/2025	One America	Check	252.03
46921	10/31/2025	STAPLES BUSINESS ADVANTAGE	Check	1,272.00
46922	11/7/2025	Accent Drapery Co., Inc.	Check	1,862.50
46923	11/7/2025	ACP CreativIT, LLC	Check	1,080.00
46924	11/7/2025	AES Ohio	Check	355.79
46925	11/7/2025	AES Ohio	Check	21.25
46926	11/7/2025	AES Ohio	Check	1,226.91
46927	11/7/2025	CenterPoint Energy	Check	81.76
46928	11/7/2025	CenterPoint Energy	Check	811.41
46929	11/7/2025	CenterPoint Energy	Check	1,084.32
46930	11/7/2025	CHARTER COMMUNICATIONS	Check	258.95
46931	11/7/2025	CINTAS CORPORATION	Check	102.65
46932	11/7/2025	ELEMENTS IV INTERIORS	Check	36,918.00
46933	11/7/2025	IGS Energy	Check	7,350.15
46934	11/7/2025	KATSAM LLC	Check	120.00
46935	11/7/2025	LEWIS & MICHAEL, INC.	Check	1,909.50
46936	11/7/2025	RIECK MECHANICAL	Check	4,283.00
46937	11/7/2025	RUMPKE OF OHIO, INC.	Check	893.54
46938	11/7/2025	SILCO FIRE PROTECTION COMPANY	Check	654.00
46939	11/7/2025	T-Mobile	Check	954.33
46940	11/7/2025	TRANSFORMATIONS PLUS	Check	720.00
46941	11/7/2025	DIGITAL FRINGE	Check	136.44
46942	11/13/2025	U.S. BANK	Check	4,908.42
46942	11/13/2025	U.S. BANK	Check	90.00
46943	11/13/2025	AES Ohio	Check	1,731.27
46944	11/13/2025	Amazon Capital Services, Inc.	Check	2,988.91

Washington-Centerville Public Library

Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
46945	11/13/2025	CenterPoint Energy	Check	1,552.79
46946	11/13/2025	CHARTER COMMUNICATIONS	Check	561.28
46947	11/13/2025	DIGITAL FRINGE	Check	214.64
46948	11/13/2025	KROGER CO.	Check	413.32
46949	11/13/2025	LEVEL 3 COMMUNICATIONS LLC	Check	417.59
46950	11/13/2025	MARTIN J. GRUNDER JR., INC	Check	3,361.22
46951	11/13/2025	MONTGOMERY COUNTY	Check	662.64
46952	11/13/2025	The Flying Locksmiths	Check	190.00
46953	11/13/2025	Trigon Imaging Solutions	Check	1,067.98
46954	11/18/2025	BONHAM ELECTRIC	Check	1,753.00
46955	11/18/2025	BRODART CO.	Check	21,076.93
46956	11/18/2025	CHARD SNYDER & ASSOCIATES	Check	125.00
46957	11/18/2025	Creativebug Holdings, LLC	Check	1,650.00
46958	11/18/2025	KANOPY, INC.	Check	1,951.00
46959	11/18/2025	KNOWBE4, INC	Check	2,708.10
46960	11/18/2025	LORRIE ANN LONG	Check	34.98
46961	11/18/2025	LUCIA TROUTEN	Check	32.99
46962	11/18/2025	LWC INC.	Check	8,922.31
46963	11/18/2025	Mark Spaulding Construction Company	Check	286,304.58
46964	11/18/2025	MEVITHA S. MATHEW	Check	19.99
46965	11/18/2025	MIDWEST TAPE	Check	25,212.90
46966	11/18/2025	MORNINGSTAR, INC.	Check	5,076.00
46967	11/18/2025	Ohio Newspapers	Check	334.08
46968	11/18/2025	OVERDRIVE, INC.	Check	10,908.16
46969	11/18/2025	PLAYAWAY PRODUCTS, LLC	Check	187.97
46970	11/18/2025	Rachel Graves	Check	35.94
46971	11/18/2025	SARAH E. MILLER	Check	14.99
46972	11/18/2025	SCOT STONE	Check	375.00
46973	11/18/2025	SELECTION MANAGEMENT SYSTEMS, INC	Check	135.00
46974	11/18/2025	Solar Tint	Check	1,536.00
46975	11/18/2025	SOUTH COMMUNITY	Check	202.50
46976	11/18/2025	TAFT, STETTINIUS & HOLLISTER	Check	8,505.00
46977	11/18/2025	TONIES US, INC.	Check	3,904.00
46978	11/18/2025	TREASURER OF STATE OF OHIO	Check	71.40
46979	11/18/2025	UNIQUE MANAGEMENT SERVICES INC	Check	363.20
46980	11/18/2025	WYSO	Check	120.00
2025000279	10/24/2025	OPERS	EFT	37,145.44
2025000280	10/24/2025	OPERS	EFT	0.10
2025000301	10/24/2025	INTERNAL REVENUE SERVICE	EFT	1,767.64
2025000302	10/31/2025	MONTGOMERY COUNTY AUDITOR	EFT	358.14
2025000303	10/31/2025	Merchant eSolutions	EFT	191.90
2025000304	10/31/2025	Nayax	EFT	182.40
2025000305	10/31/2025	U.S. BANK	EFT	189.88
2025000306	10/31/2025	PAYPAL, INC	EFT	39.90
2025000307	11/3/2025	HealthEquity	EFT	7,375.14

Washington-Centerville Public Library

Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
2025000308	11/7/2025	INTERNAL REVENUE SERVICE	EFT	1,766.65
2025000311	11/18/2025	KATHERINE MCCOLLUM	EFT	8.12
2025000312	11/18/2025	RUTH ANNE ATTALLA	EFT	24.43
2025000313	11/18/2025	Katherine Watson	EFT	50.61
2025000314	11/18/2025	Caitlin Spratt	EFT	4.48
2025000315	11/18/2025	Louis Matt Nyikon	EFT	67.06
2025000316	11/18/2025	GRAHAM DOSTAL	EFT	5.88
2025000317	11/18/2025	SCOTT ROYAL	EFT	6.72
2025000318	11/18/2025	JENELLE ALLEN	EFT	105.56
2025000319	11/18/2025	DAVE KENT	EFT	41.44
2025000320	11/18/2025	Abigail E. Neuman	EFT	7.56
2025000321	11/18/2025	GARY BERRY	EFT	44.59
2025000322	11/18/2025	Gregg McCullough	EFT	9.17
2025000323	11/18/2025	KATHY O'NEILL	EFT	5.04
2025000324	11/18/2025	SHELLY PERESIE	EFT	9.80
2025000325	11/18/2025	A.J. SCHWAB	EFT	39.06
2025000326	11/18/2025	Laura Fitzpatrick	EFT	21.56
2025000327	11/18/2025	WILLIAM MENKER	EFT	60.20
2025000328	11/18/2025	Hannah Thirey	EFT	303.72
	10/24/2025	Payroll #22	ACH	134,421.79
	11/7/2025	Payroll #23	ACH	134,593.11
				<u>854,305.95</u>

New Business

PERFORMANCE EVALUATION PROCESS FOR BOARD-REPORTING POSITIONS

Performance reviews for board-reporting positions shall be conducted annually, with the review period corresponding to the individual's anniversary date or as otherwise determined by the Board. As outlined in the committee responsibilities, the Executive Committee is responsible for making recommendations to the Board regarding the evaluations of the Library Director and Fiscal Officer.

1. Evaluation Preparation

- The Board President, or designated Executive Committee member, shall coordinate the preparation of the written performance evaluation.
- The individual being evaluated shall submit a written self-evaluation on a form provided by the Board.
- Input may be solicited from the Trustees, staff, and other relevant stakeholders as appropriate.

2. Board Review and Approval

- The complete written performance evaluation must be reviewed and approved by the entire Board prior to being shared with the individual.
- This review may occur during a closed executive session of a regular board meeting or through a special meeting called for this purpose.
- Board members shall have adequate time to review, discuss, and provide input on the evaluation before final approval.

3. Written Evaluation Delivery

- Once approved by the Board, the written performance evaluation shall be forwarded to the individual at least two (2) business days prior to the scheduled performance review meeting.
- This advance notice allows the employee time to review the evaluation and prepare questions or responses.

4. Performance Review Meeting

- A formal performance review meeting shall be scheduled with the employee to discuss the written evaluation in a non-public setting.
- At least two (2) members of the Board must be present at this meeting.
- The meeting shall provide opportunity for:
 - Discussion of written evaluation content
 - Clarification of expectations, as determined by the Board
 - Goal setting for the upcoming review period
 - Discussion of professional development needs
- After the written evaluation has been delivered and discussed, a copy shall be placed in the individual's personnel file

5. Employee Response

The employee shall have the right to submit a written addendum or response to the performance evaluation.

- Any response must be submitted within ten (10) business days of the performance review meeting.
- The response shall be attached to the written performance evaluation and maintained in the employee's personnel file.

6. Follow-Up

- If performance concerns are identified, a performance improvement plan with specific goals and timelines may be developed in consultation with the Human Resources Manager or an outside Human Resources consultant.
- The Board shall schedule follow-up discussions as needed to monitor progress on goals and address any ongoing concerns.

LIBRARY TRUSTEE APPOINTMENT

The Washington-Centerville Public Library was established as a school district library under the provisions of ORC 3375.15. Under these provisions, the Centerville City School District Board of Education has the responsibility of appointing trustees to the Washington-Centerville Public Library Board of Trustees. The Board of Education makes the final appointment based on recommendations from the Board of Library Trustees.

The Washington-Centerville Public Library Board of Trustees consists of seven appointees. ~~Trustees will serve terms as outlined in ORC §3375.15(B) who serve serve 7 year staggered terms which begin on January 1st.~~ Ohio public libraries do not have a statutory limitation on the number of years a trustee may serve, nor is there any local prohibition. Trustees are volunteers, and there is no compensation for serving.

PROCESS OF APPOINTMENT FOR FULL TERM

1. The Library Board will publish an announcement in local media and online sources at least twice during the month of September, to invite interested community members to apply for the vacancy.

PUBLIC ANNOUNCEMENT

The Washington-Centerville Public Library Board announces a vacancy on its Board of Trustees for the term January 1, 2___ to December 31, 2___. By Ohio law, the Centerville School District Board of Education appoints library trustees. Interested applicants:

- a) Must be residents of the City of Centerville or Washington Township
- b) Must submit a letter of interest and current resume no later than October 15th which details the applicant's background, experience and skills in serving on policy setting boards as well as any special expertise concerning public libraries.
- c) Must mail the letter of interest and resume to
President
Washington-Centerville Public Library
111 West Spring Valley Road
Centerville, OH 45458
- d) Must be available for personal interviews if deemed necessary.

2. A library trustee who wishes to be re-appointed should also submit a letter of interest and resume following the process outlined in the announcement
3. The Trustee Interview Committee shall consist of at least two members of the Library Board of Trustees appointed by the Library Board.

The Trustee Interview Committee will:

- a) Review letters of interest and resumes
 - b) Select the top 1-3 applicants to interview
 - c) Provide the Library Board of Trustees a list of applicants and copies of letters of interest and resumes
4. An effective Library Board must be able to advise and make policy judgments on a variety of subjects, ranging from personnel and public relations to financial and legal matters. To achieve this broad perspective requires that the Board have a mix of membership that meets these basic criteria:
 - a) The Library Board should be representative of the entire Centerville-Washington Township community.
 - b) Applicants should have experience or knowledge which enables them to provide insights when the Board is deliberating on various questions that arise.
 - c) Applicants should have a broad spectrum of interests, not just represent a single issue.
 - d) An applicant must demonstrate that he/she has the time to attend the required meetings and work sessions.
 - e) Applicants will be considered without regards to religion, race, age, sex, disability, national origin, or political considerations.
 5. If interviews are deemed necessary, the Trustee Interview Committee will conduct the interview(s).
 6. The Trustee Interview Committee will make a recommendation to the Library Board of Trustees as to the selection of a candidate.
 7. Once the selected candidate has been approved by the Library Board of Trustees, the Fiscal Officer will forward the necessary information to the Board of Education for them to make the appointment.

8. The Board of Education will act no later than 45 days from the end of the term, as required by statute in appointing the Trustee.
9. A letter announcing the appointment shall be sent to all applicants by the Chair of the Trustee Interview Committee.

APPOINTMENT TO UNEXPIRED TERM

In the event a Trustee cannot serve out a complete ~~seven-year~~ term, the following procedure will be followed:

1. The Library Board will publish an announcement in local media and online sources at least twice during a 30-day period to invite interested community members to apply for the vacancy.

PUBLIC ANNOUNCEMENT

The Washington-Centerville Public Library announces the vacancy on its Board for an unexpired term which ends on December 31, 2____. By Ohio law, the Centerville City School District Board of Education appoints library trustees. Interested applicants:

- a) Must be residents of the City of Centerville or Washington Township.
- b) Must submit a letter of interest and current resume no later than the deadline stated in the public announcement, which details the applicant's background, experience, and skills in serving in policy setting boards as well as any special expertise concerning public libraries.
- c) Must mail the letter of interest and resume to

President
Washington-Centerville Public Library
111 West Spring Valley Road
Centerville, OH 45458

- d) Must be available for personal interviews if deemed necessary.

2. Procedures 3-9 will be repeated.

The appointment to an unexpired term will follow the term as originally approved by the Centerville City Schools Board of Education. The Board of Education shall make appointments to the board of library trustees not later than forty-five days after the vacancy occurs.

Revised 7/18/2000; 9/14/2010; 10/15/2013; 09/21/2021, 11/18/2025

RESOLUTION #025-008

A RESOLUTION FOR THE ADVANCE REQUEST OF 2025 TAX DOLLARS ASSESSED
AND COLLECTED ON BEHALF OF THE WASHINGTON-CENTERVILLE PUBLIC
LIBRARY

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on November 18, 2025 at 7:00 P.M. at the Woodbourne Library with the following members present:

Mr. Bowling	_____	Mrs. Herrick	_____
Mrs. Cline	_____	Mr. Nunna	_____
Mrs. Denison	_____	Mrs. Suttman	_____
Mr. Falkner	_____		

_____ moved, and _____ seconded the adoption of the following resolution:

WHEREAS, This Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio, requests the Auditor of Montgomery County, Ohio for the advance of tax dollars assessed and collected on behalf of the Washington-Centerville Public Library.

Mr. Bowling	_____	Mrs. Herrick	_____
Mrs. Cline	_____	Mr. Nunna	_____
Mrs. Denison	_____	Mrs. Suttman	_____
Mr. Falkner	_____		

Passed: November 18, 2025

Board of Trustees

Washington-Centerville Public Library

Montgomery County, Ohio

CERTIFICATE

The undersigned, President and the Fiscal Officer of the Board of Library of the Washington-Centerville Public Library, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Library Trustees on November 18, 2025, and in appearing upon the official records of said Board.

President, Board of Trustees

Fiscal Officer, Board of Trustees



Monthly Statistics

MONTHLY STATISTICS

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
CIRCULATION												
Total Circulation	49,780	17,212	-65.4%	38,193	56,949	49.1%	3	11	266.7%	130,830	120,231	-8.1%
APPLICANT REGISTRATION												
Total Registrations	319	269	-15.7%	143	219	53.1%				462	488	5.6%
LIBRARY CARDHOLDERS												
Total Library Cardholders										68,355	65,165	-4.7%
VISITORS												
Building Visitors	16,643	3,029	-81.8%	12,234	17,341	41.7%	1,850	1,210	-34.6%	30,727	21,580	-29.8%
Website Visitors										290,724	121,816	-58.1%
Total Visitors										321,451	143,396	-55.4%
PATRON ASSISTANCE--ALL DEPT.												
Total Patron Assistance	3,304	2,488	-24.7%	2,939	5,809	97.7%	1,894	145	-92.3%	8,137	8,442	3.7%
	AT THE LIBRARY			OFFSITE			VIRTUAL			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
PROGRAMS												
Adult Programs	32	26	-18.8%	23	21	-8.7%	6	6	0.0%	61	53	-13.1%
Adult Attendees	429	246	-42.7%	2,464	442	-82.1%	304	282	-7.2%	3,197	970	-69.7%
General Programs	0	1	0.0%	0	7	0.0%	0	0	0.0%	0	8	0.0%
General Attendees	0	9	0.0%	0	2,699	0.0%	0	0	0.0%	0	2,708	0.0%
Children's (Ages 0-5) Programs	22	32	45.5%	5	3	-40.0%	0	0	0.0%	27	35	29.6%
Children's (Ages 0-5) Attendees	616	922	49.7%	97	102	5.2%	0	0	0.0%	713	1,024	43.6%
Children's (Ages 6-11) Programs	16	7	-56.3%	1	0	-100.0%	0	0	0.0%	17	7	-58.8%
Children's (Ages 6-11) Attendees	368	258	-29.9%	21	0	-100.0%	0	0	0.0%	389	258	-33.7%
Teen (Ages 12-18) Programs	7	5	-28.6%	1	0	-100.0%	0	0	0.0%	8	5	-37.5%
Teen (Ages 12-18) Attendees	110	78	-29.1%	15	0	-100.0%	0	0	0.0%	125	78	-37.6%
Total Library Programs	77	71	-7.8%	30	31	3.3%	6	6	0.0%	113	108	-4.4%
Total Library Program Attendees	1,523	1,513	-0.7%	2,597	3,243	24.9%	304	282	-7.2%	4,424	5,038	13.9%

MONTHLY CIRCULATION

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
PRINT CIRCULATION												
Adult Books	15,512	2,830	-81.8%	11,972	19,177	60.2%	3	10	233.3%	27,487	22,017	-19.9%
Juvenile Books	20,475	11,966	-41.6%	14,708	20,196	37.3%	0	0	0.0%	35,183	32,162	-8.6%
Off Line Transactions										16	3	-81.3%
Periodicals	1,585	79	-95.0%	1,271	1,783	40.3%	0	0	0.0%	2,856	1,862	-34.8%
Young Adult Books	1,463	589	-59.7%	1,006	1,269	26.1%	0	1	0.0%	2,469	1,859	-24.7%
Total Print Circulation	39,035	15,464	-60.4%	28,957	42,425	46.5%	3	11	266.7%	68,011	57,903	-14.9%
AV CIRCULATION												
Audiobooks	1,771	885	-50.0%	1,491	2,243	50.4%				3,262	3,128	-4.1%
Movies (DVDs/Blu-rays)	7,612	365	-95.2%	6,364	9,473	48.9%				13,976	9,838	-29.6%
Music (Compact Discs)	425	0	-100.0%	459	644	40.3%				884	644	-27.1%
Total AV Circulation	9,808	1,250	-87.3%	8,314	12,360	48.7%				18,122	13,610	-24.9%
LIBRARY OF THINGS CIRCULATION												
Board Games	303	197	-35.0%	425	969	128.0%	0	0	0.0%	728	1,166	60.2%
Library Bags	80	27	-66.3%	37	147	297.3%				117	174	48.7%
Cultural Passes*	10	27	170.0%	5	54	980.0%	0	0	0.0%	15	81	440.0%
Hotspots	13	8	-38.5%	16	20	25.0%	0	0	0.0%	29	28	-3.4%
Kits	106	69	-34.9%	75	205	173.3%	0	0	0.0%	181	274	51.4%
Streaming Devices	69	54	-21.7%	57	117	105.3%	0	0	0.0%	126	171	35.7%
Streaming Device+Hotspot Combos*	14	6	-57.1%	7	10	42.9%	0	0	0.0%	21	16	-23.8%
Preloaded Tablets (Launchpads)	326	107	-67.2%	300	524	74.7%				626	631	0.8%
Audio Figurines (Tonies)*	N/A	N/A	0.0%	N/A	118	0.0%				0	118	0.0%
Total Library of Things Circulation	921	495	-46.3%	922	2,164	134.7%	0	0	0.0%	1,843	2,659	44.3%
TOTAL PHYSICAL CIRCULATION												
Adult Circulation	24,539	3,470	-85.9%	19,730	31,018	57.2%	3	10	233.3%	44,272	34,498	-22.1%
Juvenile Circulation	23,758	13,148	-44.7%	17,441	24,576	40.9%	0	0	0.0%	41,199	37,724	-8.4%
Young Adult Circulation	1,483	594	-59.9%	1,022	1,355	32.6%	0	1	0.0%	2,505	1,950	-22.2%
Total Physical Circulation	49,780	17,212	-65.4%	38,193	56,949	49.1%	3	11	266.7%	87,976	74,172	-15.7%
SEARCHOHIO/OHIOLINK CIRCULATION												
SearchOhio/OhioLink Borrowed*										1,244	0	-100.0%
DIGITAL CIRCULATION												
eAudiobooks										16,960	19,206	13.2%
eBooks										18,310	18,008	-1.6%
eMusic										316	462	46.2%
eVideo										2,336	2,866	22.7%
eZines (Digital Magazines)										3,688	5,517	49.6%
Total Digital Circulation										41,610	46,059	10.7%

NOTES:*

SearchOhio temporarily unavailable - Aug-Oct 2025

Cultural Passes & Streaming Device+Hotspot Combos debuted April 2024

Audio Figurines (Tonies) debuted mid-September 2025

YEAR-TO-DATE STATISTICS

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
CIRCULATION												
Total Circulation	558,938	247,886	-55.7%	404,993	559,399	38.1%	71	86	21.1%	1,396,302	1,276,326	-8.6%
APPLICANT REGISTRATION												
Total Registrations	3,575	3,026	-15.4%	1,961	2,370	20.9%				5,536	5,396	-2.5%
LIBRARY CARDHOLDERS												
Total Library Cardholders										68,355	65,165	-4.7%
VISITORS												
Building Visitors	166,258	48,928	-70.6%	126,235	163,690	29.7%	18,900	16,353	-13.5%	311,393	228,971	-26.5%
Website Visitors										1,682,816	1,634,188	-2.9%
Total Visitors										1,994,209	1,863,159	-6.6%
PATRON ASSISTANCE--ALL DEPT.												
Total Patron Assistance	35,334	23,636	-33.1%	30,991	49,494	59.7%	14,836	13,790	-7.1%	81,161	86,920	7.1%
	AT THE LIBRARY			OFFSITE			VIRTUAL			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
PROGRAMS												
Adult Programs	352	216	-38.6%	157	190	21.0%	45	50	11.1%	554	456	-17.7%
Adult Attendees	9,391	3,454	-63.2%	77,294	6,239	-91.9%	1,928	1,955	1.4%	88,613	11,648	-86.9%
General Programs	0	12	0.0%	0	17	0.0%	0	0	0.0%	0	29	0.0%
General Attendees	0	1,412	0.0%	0	5,827	0.0%	0	0	0.0%	0	7,239	0.0%
Children's (Ages 0-5) Programs	262	252	-3.8%	122	54	-55.7%	0	0	0.0%	384	306	-20.3%
Children's (Ages 0-5) Attendees	6,837	7,059	3.2%	2,111	1,396	-33.9%	0	0	0.0%	8,948	8,455	-5.5%
Children's (Ages 6-11) Programs	119	74	-37.8%	50	25	-50.0%	0	1	0.0%	169	100	-40.8%
Children's (Ages 6-11) Attendees	4,634	3,069	-33.8%	1,503	1,233	-18.0%	0	148	0.0%	6,137	4,450	-27.5%
Teen (Ages 12-18) Programs	71	71	0.0%	10	5	-50.0%	0	1	0.0%	81	77	-4.9%
Teen (Ages 12-18) Attendees	1,587	1,639	3.3%	295	838	184.1%	0	39	0.0%	1,882	2,516	33.7%
Total Library Programs	804	625	-22.3%	339	291	-14.2%	45	52	15.6%	1,188	968	-18.5%
Total Library Program Attendees	22,449	16,633	-25.9%	81,203	15,533	-80.9%	1,928	2,142	11.1%	105,580	34,308	-67.5%

YEAR-TO-DATE CIRCULATION

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
PRINT CIRCULATION												
Adult Books	172,101	59,487	-65.4%	126,174	181,910	44.2%	60	69	15.0%	298,335	241,466	-19.1%
Juvenile Books	227,935	140,760	-38.2%	157,863	199,674	26.5%	10	12	20.0%	385,808	340,446	-11.8%
Off Line Transactions										71	71	0.0%
Periodicals	18,224	3,365	-81.5%	11,417	15,675	37.3%	0	0	0.0%	29,641	19,040	-35.8%
Young Adult Books	18,177	9,213	-49.3%	12,736	15,457	21.4%	0	5	0.0%	30,913	24,675	-20.2%
Total Print Circulation	436,437	212,825	-51.2%	308,190	412,716	33.9%	70	86	22.9%	744,768	625,698	-16.0%
AV CIRCULATION												
Audiobooks	20,756	10,572	-49.1%	16,975	23,826	40.4%				37,731	34,398	-8.8%
Movies (DVDs/Blu-rays)	87,998	16,999	-80.7%	66,974	97,186	45.1%				154,972	114,185	-26.3%
Music (Compact Discs)	4,571	153	-96.7%	4,893	6,704	37.0%				9,464	6,857	-27.5%
Total AV Circulation	113,325	27,724	-75.5%	88,842	127,716	43.8%				202,167	155,440	-23.1%
LIBRARY OF THINGS CIRCULATION												
Board Games	2,776	2,765	-0.4%	3,004	8,926	197.1%	1	0	-100.0%	5,781	11,691	102.2%
Library Bags	787	439	-44.2%	576	1,187	106.1%				1,363	1,626	19.3%
Cultural Passes*	80	187	133.8%	46	404	778.3%	0	0	0.0%	126	591	369.0%
Hotspots	128	95	-25.8%	182	200	9.9%	0	0	0.0%	310	295	-4.8%
Kits	1,089	840	-22.9%	752	1,904	153.2%	0	0	0.0%	1,841	2,744	49.0%
Streaming Devices	551	609	10.5%	394	846	114.7%	0	0	0.0%	945	1,455	54.0%
Streaming Device+Hotspot Combos*	74	76	2.7%	61	97	59.0%	0	0	0.0%	135	173	28.1%
Preloaded Tablets (Launchpads)	3,634	2,255	-37.9%	2,946	5,222	77.3%				6,580	7,477	13.6%
Audio Figurines (Tonies)*	0	0	0.0%	0	181	0.0%				0	181	0.0%
Total Library of Things Circulation	9,119	7,266	-20.3%	7,961	18,967	138.2%	1	0	-100.0%	17,081	26,233	53.6%
TOTAL PHYSICAL CIRCULATION												
Adult Circulation	274,797	80,641	-70.7%	203,638	297,956	46.3%	61	69	13.1%	478,496	378,666	-20.9%
Juvenile Circulation	265,572	158,024	-40.5%	188,311	245,203	30.2%	10	12	20.0%	453,893	403,239	-11.2%
Young Adult Circulation	18,569	9,221	-50.3%	13,044	16,240	24.5%	0	5	0.0%	31,613	25,466	-19.4%
Total Physical Circulation	558,938	247,886	-55.7%	404,993	559,399	38.1%	71	86	21.1%	964,002	807,371	-16.2%
SEARCHOHIO/OHIOLINK CIRCULATION												
SearchOhio/OhioLink Borrowed*										12,652	9,817	-22.4%
DIGITAL CIRCULATION												
eAudiobooks										163,988	187,410	14.3%
eBooks										191,823	192,033	0.1%
eMusic										3,148	3,951	25.5%
eVideo										23,824	27,112	13.8%
eZines (Digital Magazines)										36,865	48,632	31.9%
Total Digital Circulation										419,648	459,138	9.4%

NOTES:*

SearchOhio temporarily unavailable - Aug-Oct 2025

Cultural Passes & Streaming Device+Hotspot Combos debuted April 2024

Audio Figurines (Tonies) debuted mid-September 2025

