

ATTACHMENTS FOR DECEMBER 17, 2024 BOARD OF TRUSTEES MEETING

Washington-Centerville Public Library

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Library Operations

- Centerville Library renovation
 - Continued meetings with LWC
 - Held public forum with LWC
 - Spoke on camera for two news agencies about project
 - Recorded video walking through the design
 - Spoke at Centerville Rotary meeting about project
 - Met with moving company for quote to pack up and store collection and other items
 - Contacted non-profit organizations about furniture donations
 - Contacted attorney to help with contract documents for construction
- Sent information about 2025 O.W.L. Academy
- Communicated with attorney about proceedings over Thobaben trust
- Assisted with Good Life Award Ceremony
- Participated in On-boarding Team and Customer Service Task Force meetings

Fiscal Management

- Reviewed 2025 Appropriations and attended Finance Committee meeting

Communication

- Communicated with donor about the Indian Heritage collection
- Replied to patron suggestion for furniture
- Met with individual to reinstate library privileges

Community / Professional Involvement

- Friends
 - Attended subcommittee meetings for Tasting with Friends
 - Attended trivia
 - Attended monthly meeting
- Participated in additional Transformation Table discussions
- Attended RecPlex Advisory meeting
- Met with representative from the Jewish Federation of Greater Dayton
- Attended ETM meeting virtually

Vacation – 11/15, 11/27, and 11/28

Holiday – 11/28

2025 Appropriations Resolution

RESOLUTION NO. 024-010

APPROVAL OF THE APPROPRIATIONS FOR THE 2025 FISCAL YEAR

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on December 17, 2024 at 7:00 pm at the Centerville Library with the following members present:

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

_____ moved; _____ seconded of the following resolution:

Be it resolved by the Board of Library Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio, that to provide for current expenses and other expenditures of said Board of Library Trustees, during the fiscal year ending December 31, 2025, the following sums be and the same are hereby set aside and appropriated for several purposes which expenditures are to be made:

101 - GENERAL FUND

1000	Personal Services		
	1100	Salaries and Leave Benefits	\$ 3,609,050
	1400	Retirement Benefits	506,040
	1600	Insurance Benefits	661,301
		TOTAL PERSONAL SERVICES	4,776,391
2000	Supplies		
	2100	General Administrative Supplies	95,475
	2200	Property Maintenance Supplies	44,700
	2300	Vehicle Supplies, Gas and Oil	3,500
	2500	Supplies Purchased for Resale	71,000
		TOTAL SUPPLIES	214,675
3000	Purchased/Contract Services		
	3100	Travel and Meeting	79,245
	3200	Communication & Printing	143,800
	3300	Property Maintenance Services	570,205
	3400	Insurance	31,700
	3600	Utilities	152,150

3700	Professional Services	174,950
3800	Software Maintenance	249,770
3900	Other Contract Services	271,960
TOTAL PURCHASED/CONTRACT SERVICES		<u>1,673,780</u>
4000	Library Materials	
4100	New Books	496,100
4200	Periodicals	11,000
4300	Audio-Visual Materials	168,500
4500	Online Subscriptions	127,000
4600	Inter-Library Delivery	13,000
4800	Electronic Materials	707,651
4900	Other Library Materials	67,000
TOTAL LIBRARY MATERIALS		<u>1,590,251</u>
5000	Capital Outlay	
5200	Land Improvements	60,000
5500	Furniture & Equipment	262,700
TOTAL CAPITAL OUTLAY		<u>322,700</u>
7000	Other Expenses	
7100	Library Memberships & Dues	13,450
7200	Taxes & Assessments	3,000
7500	Refunds & Reimbursements	1,750
7900	Miscellaneous	-
TOTAL OTHER EXPENSES		<u>18,200</u>
8000	Contingency	
8900	Contingency	200,000
TOTAL CONTINGENCY		<u>200,000</u>
9000	Transfers	
9900	Transfers	1,750,000
TOTAL TRANSFERS		<u>1,750,000</u>
TOTAL GENERAL FUND		<u><u>\$ 10,545,997</u></u>
102 - UNCLAIMED FUND		
8700	Refunds / Reimbursements	\$ -
TOTAL UNCLAIMED FUNDS		<u><u>\$ -</u></u>

401 - BUILDING FUND

3000	Contract Services		
	3200	Communication & Printing	\$ 1,200
	3400	Insurance	5,000
	3700	Professional Services	307,000
	3900	Other Contract Services	130,000
		TOTAL PURCHASED/CONTRACT SERVICES	<u>443,200</u>
5000	Capital Outlay		
	5400	Building Improvements	4,200,000
	5500	Furniture & Equipment	1,310,000
		TOTAL CAPITAL OUTLAY	<u>5,510,000</u>
		TOTAL BUILDING FUND	<u><u>\$ 5,953,200</u></u>

450 - PERMANENT IMPROVEMENT - ILS FUND

5000	Capital Outlay		
	5500	Furniture & Equipment	\$ 7,500
		TOTAL CAPITAL OUTLAY	<u>7,500</u>
		TOTAL PERMANENT IMPROVEMENT - ILS FUND	<u><u>\$ 7,500</u></u>

451 - PERMANENT IMPROVEMENT - TECHNOLOGY FUND

3000	Contract Services		
	3300	Property Maintenance Services	\$ 35,000
			<u>35,000</u>
5000	Capital Outlay		
	5500	Furniture & Equipment	242,500
		TOTAL CAPITAL OUTLAY	<u>242,500</u>
		TOTAL PERMANENT IMPROVEMENT - TECHNOLOGY FUND	<u><u>\$ 277,500</u></u>

898 - DOROTHY R. YECK GOOD LIFE AWARD FUND

2000	Supplies	
	2100 General Administrative Supplies	\$ 4,750
	TOTAL SUPPLIES	4,750
3000	Purchased/Contract Services	
	3200 Communication & Printing	300
	3900 Other Contract Services	475
	TOTAL PURCHASED/CONTRACT SERVICES	775
	TOTAL DOROTHY R. YECK GOOD LIFE AWARD FUND	\$ 5,525
	TOTAL APPROPRIATIONS - ALL FUNDS	\$ 16,789,722

I hereby certify that the foregoing is a true copy of the 2025 Annual Appropriation Resolution approved by the Board of Library Trustees at the regular December meeting held December 17, 2024.

 Fiscal Officer
 Washington-Centerville Public Library,
 Montgomery County, Ohio

Board Minutes and Attachments

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

November 19, 2024

CALL TO ORDER

The regular Board of Trustees meeting for November 2024 was held at the Centerville Library. Board President Barbara Denison called the meeting to order at 7:00 P.M.

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

HEARING OF THE PUBLIC

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

HUMAN RESOURCES PRESENTATION

Mrs. Robinson presented the premium increases to medical and dental insurance for the 2025 calendar year. She stated that Centerville City Schools have confirmed that there will be a 2% increase in medical premiums for 2025. Delta Dental premiums are increasing by a total of 12.76%, in part due to loss ratio and plan utilization, and also due to the decision by the schools to increase the plan maximum from \$1,500 to \$3,000.

Mrs. Robinson also presented regarding the changes due to the increase in the Ohio Minimum Wage rate. Effective January 1, 2025, the minimum wage will increase to \$10.70. She recommended that the board increase the range minimum for shelving assistants by 2.4%, and the range maximum by 4%. She also recommended that the wages for those shelving assistants below the new minimum wage be adjusted to the new minimum wage.

Mrs. Herrick moved to approve the premium increases to medical and dental insurance, and to approve the compensation changes due to the change in the Ohio Minimum Wage. Mrs. Cline seconded the motion.

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

Mrs. Robinson then presented regarding changes to the following personnel manual policies:

- Working Conditions:
 - Ohio Fraud Reporting System
 - Personal Appearance/Public Manners

- Staff Events & Travel Time
- Sunday Hours
- Benefits – Work/Life Balance:
 - Compensatory Time Off
 - Conference Attendance by Staff
 - Prior Service
 - Tuition Reimbursement
 - Vacation
- Other:
 - Termination of Employment

She presented a general summary of each of the policies to be amended. There was discussion regarding the Personal Appearance/Public Manners policy. The board had a few amendments to this policy. After working through the changes, the board was happy with the policies as amended.

Mrs. Herrick moved to approve the policies as amended during the meeting. Mr. Nunna seconded the motion.

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

APPROVAL OF MINUTES

Mr. Falkner moved for the approval of the October 15, 2024 Meeting Minutes. Mrs. Cline seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 1 (Nunna)

DIRECTOR'S REPORT

Mrs. Fultz stated that she got busy with some other issues and did not have a formal report for the meeting. Mrs. Herrick asked about the item in the Director's Activities regarding the request for security camera footage. Mrs. Fultz explained that this was related to an accident that had occurred on Spring Valley and that we did not have a camera that would have provided any view of it.

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

FISCAL OFFICER'S REPORT

- a. Mr. Monteith presented the monthly financial report for October 2024, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), Notes to the

Financial Statements, Monthly Investment Report and Personnel Items for the board's review and approval.

Mrs. Herrick moved to approve the monthly financial report, and Mr. Nunna seconded the motion.

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

The motion is approved.

b. Payment of November 2024 Expenditures

Mr. Monteith presented the check register for the period of October 16, 2024 through November 20, 2024.

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

The roll call vote was as follows:

Mr. Bowling	<u>Absent</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Yes</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. Policy Revisions

The following policies were presented for revisions:

- Use Business Information Services
- Donations and Gifts
- Internet Access and Use
- Library Card Eligibility

The policies were provided in the packet with the changes noted. Mrs. Herrick moved to approve the policy revisions as presented. Mr. Nunna seconded the motion.

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

The motion is approved.

b. Recommendation to School Board for the reappointment of David Falkner to the Library Board of Trustees for the term of January 1, 2025 to December 31, 2031

Mr. Nunna moved to approve the recommendation of David Falkner to the Centerville City School District Board of Education for reappointment to the Library Board of Trustees. Mrs. Cline seconded the motion.

The vote was: **Yes:** 5; **No:** 0; **Abstain:** 1 (Falkner)

c. Resolution No. 024-009: Advance Request of 2024 Tax Dollars Assessed and Collected on Behalf of the Washington-Centerville Public Library

This resolution is required by Ohio Law and allows the library to receive advances of tax dollars that have been assessed and collected prior to the final settlements that usually occur in March and September.

Mrs. Herrick moved to approve the resolution for the advance request of tax dollars. Mrs. Cline seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Absent</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Yes</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

d. Bidding Document Preparation and Review

The information regarding the preparation and review of documents for the bidding of the renovation project was provided to the board. Mrs. Fultz stated that the attorney we had been working with had told us that her firm would prepare these documents for us for the cost of \$7,000. LWC had informed us that they could prepare the documents, and that they were licensed to do so. We had also looked into the attorneys that we had worked with on the Woodbourne project. The board was not ready to make a decision, and wished to have some additional information regarding the cost of other attorneys.

Mr. Falkner moved to table a decision regarding the preparation and review of bidding documents until next month. Mr. Nunna seconded the motion.

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

The business is tabled until next month.

e. Appropriation Transfer

Mr. Monteith presented the appropriation transfer as outlined in the board packet. Mr. Nunna moved to approve the transfer, Mrs. Suttman seconded the motion.

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

f. Scheduling of Nominating Committee meeting

The Nominating Committee chose to schedule their meeting to discuss the 2025 Officer Slate for December 17, 2024. They will meet immediately before the Executive Committee meeting.

ADJOURNMENT

Mr. Nunna moved to adjourn the meeting at 8:10 P.M. Mrs. Herrick seconded the motion.

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

The motion to adjourn is approved.

President

Fiscal Officer

RESOLUTION #024-009

A RESOLUTION FOR THE ADVANCE REQUEST OF 2024 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 19, 2024 at 7:00 P.M. at the Centerville Library with the following members present:

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

Mrs. Herrick moved, and Mrs. Cline 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	<u>Absent</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Yes</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mr. Falkner	<u>Yes</u>		

Passed: November 19, 2024


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 19, 2024, and in appearing upon the official records of said Board.



President, Board of Trustees



Fiscal Officer, Board of Trustees

DRAFT - UNAPPROVED

Washington-Centerville Public Library Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
45913	10/18/2024	U.S. BANK	Check	\$ 1,999.46
45914	10/18/2024	Amazon Capital Services, Inc.	Check	\$ 4,315.71
45915	10/18/2024	CENTERVILLE NOON OPTIMISTS	Check	\$ 510.00
45916	10/18/2024	CENTERVILLE ROTARY CLUB	Check	\$ 234.00
45917	10/18/2024	CHARTER COMMUNICATIONS	Check	\$ 124.98
45918	10/18/2024	CITY OF CENTERVILLE	Check	\$ 75.00
45919	10/18/2024	DIGITAL FRINGE	Check	\$ 209.70
45920	10/18/2024	KROGER CO.	Check	\$ 368.74
45921	10/18/2024	Miami Valley Interpreters, LLC	Check	\$ 260.00
45922	10/18/2024	SCOT STONE	Check	\$ 300.00
45923	10/18/2024	SOUTH COMMUNITY	Check	\$ 202.50
45924	10/22/2024	AES Ohio	Check	\$ 1,602.87
45925	10/22/2024	AT&T	Check	\$ 311.39
45926	10/22/2024	CINTAS CORPORATION	Check	\$ 593.68
45927	10/22/2024	DIGITAL FRINGE	Check	\$ 78.14
45928	10/22/2024	DONNELON MCCARTHY	Check	\$ 1,337.28
45929	10/25/2024	CENTERVILLE CITY SCHOOLS	Check	\$ 39,981.92
45930	10/25/2024	CHARTER COMMUNICATIONS	Check	\$ 159.98
45931	10/25/2024	HOME DEPOT CREDIT SERVICES	Check	\$ 770.64
45932	10/25/2024	IGS Energy	Check	\$ 4,663.53
45933	10/25/2024	Lifestyle Publications, LLC	Check	\$ 941.25
45934	10/25/2024	Lizard Apparel & Promotions	Check	\$ 2,765.39
45935	10/25/2024	M.K. MOORE & SONS, INC.	Check	\$ 1,385.00
45936	10/25/2024	ODP BUSINESS SOLUTIONS LLC	Check	\$ 1,544.42
45937	10/25/2024	Ohio Newspapers	Check	\$ 334.08
45938	10/25/2024	One America	Check	\$ 237.68
45939	10/25/2024	RIECK MECHANICAL	Check	\$ 4,172.00
45940	10/25/2024	SAM'S CLUB	Check	\$ 468.41
45941	10/25/2024	Sinclair Community College - Dayton	Check	\$ 750.00
45942	11/1/2024	AES Ohio	Check	\$ 20.48
45943	11/1/2024	AES Ohio	Check	\$ 1,170.57
45944	11/1/2024	Amazon Capital Services, Inc.	Check	\$ 3,043.42
45945	11/1/2024	CENTERVILLE LANDSCAPING, INC.	Check	\$ 2,204.00
45946	11/1/2024	CHARTER COMMUNICATIONS	Check	\$ 114.98
45947	11/1/2024	DONNELON MCCARTHY	Check	\$ 344.21
45948	11/1/2024	Group Sales Cincinnati Museum Center	Check	\$ 350.00
45949	11/1/2024	LABOR LAW COMPLIANCE CENTER	Check	\$ 327.95
45950	11/1/2024	LEVEL 3 COMMUNICATIONS LLC	Check	\$ 2.16
45951	11/1/2024	OHIO LIBRARY COUNCIL	Check	\$ 150.00
45952	11/1/2024	RIECK MECHANICAL	Check	\$ 640.70
45953	11/1/2024	TRANSFORMATIONS PLUS	Check	\$ 1,404.00
45954	11/1/2024	Trigon Imaging Solutions	Check	\$ 1,337.42
45955	11/1/2024	WOODHULL CORPORATION	Check	\$ 1,466.13
45956	11/11/2024	AES Ohio	Check	\$ 321.97
45957	11/11/2024	BONHAM ELECTRIC	Check	\$ 370.00

Check Number	Check Date	Vendor Name	Check Type	Amount
45958	11/11/2024	CenterPoint Energy	Check	\$ 369.92
45959	11/11/2024	CenterPoint Energy	Check	\$ 675.77
45960	11/11/2024	CenterPoint Energy	Check	\$ 82.20
45961	11/11/2024	CHARTER COMMUNICATIONS	Check	\$ 1,075.61
45962	11/11/2024	CINTAS CORPORATION	Check	\$ 917.07
45963	11/11/2024	DIGITAL FRINGE	Check	\$ 557.76
45964	11/11/2024	DONNELLO MCCARTHY	Check	\$ 1,189.65
45965	11/11/2024	DSS SWEEPING SERVICE	Check	\$ 155.25
45966	11/11/2024	HEMMELGARN, MICHAEL	Check	\$ 350.00
45967	11/11/2024	RUMPKE OF OHIO, INC.	Check	\$ 820.62
45968	11/11/2024	STAPLES BUSINESS ADVANTAGE	Check	\$ 1,600.17
45969	11/11/2024	Judith A. Dunlap	Check	\$ 59.99
45970	11/11/2024	Lauren Barrera	Check	\$ 4.20
45971	11/19/2024	Amazon Capital Services, Inc.	Check	\$ 1,680.77
45972	11/19/2024	ARTISAN NORTH AMERICA INC	Check	\$ 80.00
45973	11/19/2024	AWARDS OF EXCELLENCE	Check	\$ 30.00
45974	11/19/2024	BAKER & TAYLOR, INC	Check	\$ 895.76
45975	11/19/2024	BRODART CO.	Check	\$ 29,562.28
45976	11/19/2024	CADRE COMPUTER RESOURCES CO.	Check	\$ 26,059.56
45977	11/19/2024	Christina M. Young	Check	\$ 34.99
45978	11/19/2024	DELL MARKETING L.P.	Check	\$ 2,675.34
45979	11/19/2024	GLEASON PROPERTY SERVICES, LLC	Check	\$ 13,520.00
45980	11/19/2024	John Dwyer	Check	\$ 24.99
45981	11/19/2024	KANOPY, INC.	Check	\$ 1,359.00
45982	11/19/2024	KROGER CO.	Check	\$ 675.92
45983	11/19/2024	LEVEL 3 COMMUNICATIONS LLC	Check	\$ 821.46
45984	11/19/2024	LWC INC.	Check	\$ 41,000.00
45985	11/19/2024	MIDWEST TAPE	Check	\$ 21,121.03
45986	11/19/2024	Olohana Strong	Check	\$ 250.00
45987	11/19/2024	OVERDRIVE, INC.	Check	\$ 2,582.84
45988	11/19/2024	PLAYAWAY PRODUCTS, LLC	Check	\$ 57.79
45989	11/19/2024	SAM'S CLUB	Check	\$ 185.76
45990	11/19/2024	SILCO FIRE PROTECTION COMPANY	Check	\$ 600.00
45991	11/19/2024	SOLID BLEND TECHNOLOGIES	Check	\$ 1,125.00
45992	11/19/2024	SOUTH COMMUNITY	Check	\$ 202.50
45993	11/19/2024	T-Mobile	Check	\$ 962.41
45994	11/19/2024	UNIQUE MANAGEMENT SERVICES INC	Check	\$ 360.75
45995	11/19/2024	WYSO	Check	\$ 150.00
2021000502	10/21/2024	OPERS	EFT	\$ 36,870.08
2021000529	10/25/2024	INTERNAL REVENUE SERVICE	EFT	\$ 1,835.80
2021000530	10/31/2024	PAYPAL, INC	EFT	\$ 1.94
2021000531	10/31/2024	PAYPAL, INC	EFT	\$ 1.94
2021000532	10/31/2024	PAYPAL, INC	EFT	\$ 19.95
2021000533	10/31/2024	U.S. BANK	EFT	\$ 43.08
2021000534	10/31/2024	U.S. BANK	EFT	\$ 164.32
2021000535	10/31/2024	Merchant eSolutions	EFT	\$ 10.89
2021000536	10/31/2024	U.S. BANK	EFT	\$ 250.67
2021000537	10/31/2024	U.S. BANK	EFT	\$ 158.17

Check Number	Check Date	Vendor Name	Check Type	Amount
2021000538	10/31/2024	U.S. BANK	EFT	\$ 42.62
2021000539	10/31/2024	U.S. BANK	EFT	\$ 65.82
2021000540	10/31/2024	Merchant eSolutions	EFT	\$ 110.68
2021000541	10/31/2024	U.S. BANK	EFT	\$ 72.30
2021000542	10/31/2024	U.S. BANK	EFT	\$ 48.85
2021000543	10/31/2024	U.S. BANK	EFT	\$ 9.03
2021000544	11/1/2024	HealthEquity	EFT	\$ 6,725.13
2021000545	11/8/2024	INTERNAL REVENUE SERVICE	EFT	\$ 1,792.21
2021000547	11/20/2024	ALYSSA FRAZIER	EFT	\$ 6.42
2021000548	11/20/2024	A.J. SCHWAB	EFT	\$ 146.83
2021000549	11/20/2024	CHARLETTE JOUAN	EFT	\$ 12.50
2021000550	11/20/2024	Caitlin Spratt	EFT	\$ 8.04
2021000551	11/20/2024	ALLISON KAMM	EFT	\$ 294.80
2021000552	11/20/2024	Gregg McCullough	EFT	\$ 6.84
2021000553	11/20/2024	KATHERINE GOETZ	EFT	\$ 8.56
2021000554	11/20/2024	LIZ FULTZ	EFT	\$ 163.67
2021000555	11/20/2024	Lauren Barrera	EFT	\$ 15.92
2021000556	11/20/2024	JENELLE ALLEN	EFT	\$ 8.04
2021000557	11/20/2024	DARRILYNN BREWSTER	EFT	\$ 29.54
2021000558	11/20/2024	Dockins, Debe	EFT	\$ 7.97
2021000559	11/20/2024	JAMIE GARCIA	EFT	\$ 23.68
2021000560	11/20/2024	MICHELLE FANG	EFT	\$ 11.78
2021000561	11/20/2024	Laura Fitzpatrick	EFT	\$ 7.30
2021000562	11/20/2024	GRAHAM DOSTAL	EFT	\$ 12.86
2021000563	11/20/2024	DAVE KENT	EFT	\$ 41.68
2021000564	11/20/2024	Katherine Watson	EFT	\$ 74.90
2021000565	11/20/2024	Rachel Knight	EFT	\$ 10.84
2021000566	11/20/2024	SHELLY PERESIE	EFT	\$ 21.82
2021000567	11/20/2024	RUTH ANNE ATTALLA	EFT	\$ 24.12
2021000568	11/20/2024	Teri Herbstreit	EFT	\$ 14.25
2021000569	11/20/2024	SCOTT ROYAL	EFT	\$ 8.56
2021000570	11/20/2024	WILLIAM MENKER	EFT	\$ 63.80
2021000571	11/20/2024	TAMMY SIMPSON	EFT	\$ 2.94
	10/25/2024	Payroll #22	ACH	\$ 138,247.26
		Payroll #23	ACH	\$ 134,843.68
				<u>\$ 560,184.18</u>

Fiscal Officer's Report

Washington-Centerville Public Library
Monthly Cash Position And Reconciled Balances
For The Month Of November 2024

Fund	Monthly Beginning Balance	Revenue	Expenditures	Ending Balance
General Fund	\$ 9,338,831.28	\$ 331,032.82	\$ 505,620.99	\$ 9,164,243.11
Unclaimed Funds	669.94	124.99	0.00	794.93
"The Wall That Heals" Fund	0.00	0.00	0.00	0.00
Special Operating Fund	3,750,186.25	0.00	0.00	3,750,186.25
Building Fund	4,778,682.63	0.00	41,000.00	4,737,682.63
Perm. Imp. Fund-Ils	568,950.30	0.00	0.00	568,950.30
Perm. Imp. Fund-Reference/Info	726,336.34	0.00	0.00	726,336.34
Dorothy R. Yeck Good Life End	38.36	4,800.00	0.00	4,838.36
Payroll Clearing Fund	28,696.29	88,960.52	88,614.43	29,042.38
	\$ 19,192,391.39	\$ 424,918.33	\$ 635,235.42	\$ 18,982,074.30

Reconciled Balances	
US Bank:	
Checking/Payroll	\$ 1,823,873.72
Investment	3,906,947.25
Dayton Foundation - TWTH	5,470.00
STAR Ohio	11,932,306.86
PNC Capital - Investments	754,400.07
PNC Capital - Money Market	639,607.97
Paypal	967.61
Petty Cash	550.00
Total Bank Balances	\$ 19,064,123.48
Outstanding Checks	\$ (82,426.29)
Deposit in Transit	350.39
Adjustments	26.72
Reconciled Balance	\$ 18,982,074.30

See Notes to the Financial Report

Washington-Centerville Public Library
Monthly Revenue Statement
For The Month Of November 2024 And Year-to-Date

101 - GENERAL FUND				
	Estimated Revenue	Month-to-date Actual Revenue	Year-to-date Actual Revenue	Collected Percent
PUBLIC LIBRARY FUND	\$ 2,866,382.00	\$ 236,584.50	\$ 2,540,090.42	88.62% 1
GENERAL PROPERTY TAXES	4,580,609.00	-	4,957,324.62	108.22%
PROPERTY TAX ROLLBACK	615,000.00	-	604,978.93	98.37%
GRANTS - FEDERAL, STATE & LOCAL	-	-	3,573.32	0.00%
PATRON FINES & FEES	29,000.00	2,096.18	27,495.98	94.81%
COPIER INCOME	28,750.00	3,428.85	33,210.39	115.51%
PROGRAM FEES	6,500.00	-	9,009.44	138.61%
PASSPORT EXECUTION FEES	25,000.00	1,715.00	22,800.00	91.20%
PASSPORT PHOTOS	5,400.00	300.00	5,150.00	95.37%
PATRON SUPPLIES	20,350.00	2,522.65	28,456.20	139.83%
INTEREST INCOME	250,000.00	81,889.06	714,100.05	285.64% 2
DONATIONS	25,950.00	1,285.32	23,018.77	88.70%
REFUNDS & REIMBURSEMENTS	9,000.00	1,211.54	13,620.75	151.34%
MISCELLANEOUS-OTHER	50.00	(0.28)	162.04	324.08%
TRANSFER IN	-	-	-	0.00%
TOTAL RECEIPTS-GENERAL FUND	\$ 8,461,991.00	\$ 331,032.82	\$ 8,982,990.91	106.16%

102 - UNCLAIMED FUNDS				
	Estimated Revenue	Actual Revenue	Revenue	Percent
REFUNDS & REIMBURSEMENTS	\$ -	\$ 124.99	\$ 484.86	0.00%
TRANSFER IN	-	-	-	0.00%
TOTAL RECEIPTS-UNCLAIMED FUNDS	\$ -	\$ 124.99	\$ 484.86	0.00%

205 - SPECIAL OPERATING FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
TRANSFER IN	\$ -	\$ -	\$ -	0.00%
FUND	\$ -	\$ -	\$ -	0.00%

401 - BUILDING FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
TRANSFERS IN	\$ 2,000,000.00	\$ -	\$ 2,000,000.00	100.00%
TOTAL RECEIPTS-BUILDING FUND	\$ 2,000,000.00	\$ -	\$ 2,000,000.00	100.00%

Washington-Centerville Public Library
Monthly Revenue Statement
For The Month Of November 2024 And Year-to-Date

450 - PERMANENT IMPROVEMENT - ILS FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
TRANSFERS IN	\$ -	\$ -	\$ -	0.00%
TOTAL RECEIPTS-PERM. IMP. FUND	\$ -	\$ -	\$ -	0.00%
451 - PERMANENT IMPROVEMENT - TECHNOLOGY FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
TRANSFERS IN	\$ -	\$ -	\$ -	0.00%
TOTAL PERM. IMP. FUND-TECHNOLOGY	\$ -	\$ -	\$ -	0.00%
898 - DOROTHY R. YECK GOOD LIFE ENDOWMENT				
	Estimated Revenue	Actual Revenue	Revenue	Percent
DONATIONS-RESTRICTED	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	100.00%
TOTAL YECK GOOD LIFE ENDOWMENT	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	100.00%
999 - PAYROLL CLEARING FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
REVENUE	\$ -	\$ 88,960.52	\$ 1,051,355.77	0.00%
TOTAL PAYROLL CLEARING FUND	\$ -	\$ 88,960.52	\$ 1,051,355.77	0.00%
GRAND TOTAL RECEIPTS	\$ 10,466,791.00	\$ 424,918.33	\$ 12,039,631.54	115.03%

See Notes to the Financial Report

**Washington-Centerville Public Library
Revenue Budget Statement - General Fund
For The Month Of November 2024 And Year-to-Date**

101 - GENERAL FUND						
	Monthly Estimated Revenue	Monthly Revenue	Favorable/ (Unfavorable)	YTD Estimated Revenue	YTD Revenue	Favorable/ (Unfavorable)
Public Library Fund	\$ 232,830.94	\$ 236,584.50	\$ 3,753.56	\$ 2,557,748.36	\$ 2,540,090.42	\$ (17,657.94) 1
General Property Taxes	-	-	-	4,580,609.00	4,957,324.62	376,715.62
Property Tax Rollback	-	-	-	615,000.00	604,978.93	(10,021.07)
Federal Grants	-	-	-	-	3,573.32	3,573.32
Local Grants	-	-	-	-	-	-
Patron Fines & Fees	2,416.67	2,096.18	(320.49)	26,583.33	27,495.98	912.65
Copier, Fax and Printing	2,395.83	3,428.85	1,033.02	26,354.17	33,210.39	6,856.22
Program Fees	-	-	-	6,500.00	9,009.44	2,509.44
Passport Execution Fees	2,083.33	1,715.00	(368.33)	22,916.67	22,800.00	(116.67)
Passport Photos	450.00	300.00	(150.00)	4,950.00	5,150.00	200.00
Patron Supplies	1,695.83	2,522.65	826.82	18,654.17	28,456.20	9,802.03
Interest Income	25,000.00	81,889.06	56,889.06	237,500.00	714,100.05	476,600.05 2
Donations	696.59	1,285.32	588.73	25,253.41	23,018.77	(2,234.64)
Refunds & Reimbursements	300.00	1,211.54	911.54	8,700.00	13,620.75	4,920.75
Miscellaneous-Other	4.17	(0.28)	(4.45)	45.83	162.04	116.21
Transfer In	-	-	-	-	-	-
TOTAL GENERAL FUND	\$ 267,873.37	\$ 331,032.82	\$ 63,159.45	\$ 8,130,814.94	\$ 8,982,990.91	\$ 852,175.97

See Notes to the Financial Report

Washington-Centerville Public Library
Expense Account Summary
For the Month of November 2024 and Year-to-Date

	Combined Appropriation	Combined Month- to-date Expenses	Combined Year-to- date Expenses	Combined Encumbrances	Combined Unencumbered Amount	Combined Expended Percent
101 - GENERAL FUND						
1000 SALARIES & BENEFITS						
1100 - SALARIES & LEAVE BENEFITS						
Director/Managers	656,000.00	51,955.70	577,359.76	0.00	78,640.24	88.01%
Library Specialist	1,516,000.00	107,850.76	1,306,000.69	0.00	209,999.31	86.15%
Technician	181,500.00	11,110.40	169,165.72	0.00	12,334.28	93.20%
Public Services Assistant	403,500.00	25,825.62	339,278.62	0.00	64,221.38	84.08%
Substitute	61,500.00	3,410.76	38,077.15	0.00	23,422.85	61.91%
Fiscal Officer	106,000.00	8,110.88	96,786.29	0.00	9,213.71	91.31%
Administrative Support	465,500.00	36,230.15	386,724.87	0.00	78,775.13	83.08%
Facilities	80,000.00	6,137.50	75,734.94	0.00	4,265.06	94.67%
Library Aides	150,000.00	10,846.04	111,755.42	0.00	38,244.58	74.50%
Driver	6,500.00	0.00	2,429.18	0.00	4,070.82	37.37%
Shelving Assistants	105,000.00	7,184.13	94,606.73	0.00	10,393.27	90.10%
TOTAL SALARIES & LEAVE BENEFITS	3,731,500.00	268,661.94	3,197,919.37	0.00	533,580.63	85.70%
1400 - RETIREMENT-OPERS						
OPERS	522,430.00	37,328.08	474,242.37	0.00	48,187.63	90.78%
1600 - INSURANCE BENEFITS						
Health Insurance	528,419.04	38,730.55	439,121.72	44,078.28	45,219.04	91.44%
Health Savings Account	105,891.65	6,725.13	74,584.75	13,650.72	17,656.18	83.33%
Dental Insurance	26,152.77	3,470.13	19,532.55	3,317.45	3,302.77	87.37%
Medicare	54,295.00	3,569.56	42,342.19	0.00	11,952.81	77.99%
Life Insurance	4,622.54	246.78	2,978.82	648.85	994.87	78.48%
Workers' Compensation	9,500.00	0.00	915.00	0.00	8,585.00	9.63%
TOTAL INSURANCE BENEFITS	728,881.00	52,742.15	579,475.03	61,695.30	87,710.67	79.50%
1900 - OTHER EMPLOYEE BENEFITS						
Unemployment Benefits	4,444.00	0.00	4,444.00	0.00	0.00	100.00%
Other Employee Benefits	5,352.86	0.00	3,499.99	0.00	1,852.87	65.39%
TOTAL OTHER EMPLOYEE BENEFITS	9,796.86	0.00	7,943.99	0.00	1,852.87	81.09%
TOTAL SALARIES & BENEFITS	4,992,607.86	358,732.17	4,259,580.76	61,695.30	671,331.80	85.32%
2000 - SUPPLIES						
2100 - GENERAL ADMINISTRATIVE SUPPLIES						
Office Supplies	44,851.04	2,478.41	26,245.48	8,637.15	9,968.41	77.77%
Program Supplies	106,829.34	1,533.65	55,027.27	18,854.53	32,947.54	69.16%
Cataloging/Processing Supplies	13,665.28	113.21	4,256.00	5,210.03	4,199.25	69.27%
Postage	20,000.00	0.00	10,213.46	342.79	9,443.75	52.78%
Janitorial Supplies	3,750.00	243.24	1,441.81	250.20	2,057.99	
TOTAL GENERAL ADMIN SUPPLIES	189,095.66	4,368.51	97,184.02	33,294.70	58,616.94	51.39%
2200 - PROPERTY MAINTENANCE / REPAIR						
Property Maintenance & Repair	15,200.00	1,449.26	13,609.00	1,462.46	128.54	99.15%
2300 - VEHICLE FUEL AND SUPPLIES						
Vehicle Fuel	4,000.00	127.22	331.22	2,668.78	1,000.00	75.00%
Vehicle Supplies	1,000.00	0.00	809.16	0.00	190.84	80.92%
	5,000.00	127.22	1,140.38	2,668.78	1,190.84	76.18%
2500 - SUPPLIES PURCHASED FOR RESALE						
Supplies for Resale	48,644.20	2,853.61	32,810.18	12,560.78	3,273.24	93.27%
TOTAL SUPPLIES	257,939.86	8,798.60	144,743.58	49,986.72	63,209.56	56.12%
3000 - PURCHASED & CONTRACTED SERVICES						
3100 - TRAVEL EXPENSES						
Mileage	12,129.40	720.36	6,091.08	4,160.66	1,877.66	84.52%
In-House Seminars	13,000.00	862.03	8,812.03	637.97	3,550.00	72.69%
Conference/Meetings	35,300.81	-6,885.35	13,899.46	3,681.60	17,719.75	49.80%
Membership Dues	5,358.00	0.00	3,279.00	44.00	2,035.00	62.02%
TOTAL TRAVEL EXPENSES	65,788.21	-5,302.96	32,081.57	8,524.23	25,182.41	48.76%

Washington-Centerville Public Library
Expense Account Summary
For the Month of November 2024 and Year-to-Date

	Combined Appropriation	Combined Month- to-date Expenses	Combined Year-to- date Expenses	Combined Encumbrances	Combined Unencumbered Amount	Combined Expended Percent
3200 - COMMUNICATION / PRINTING / PUBLICITY						
Telephone	8,284.42	0.00	4,443.69	661.84	3,178.89	61.63%
Computer Data Line	58,581.66	3,101.60	26,886.47	19,904.01	11,791.18	79.87%
Postage Machine Rental	3,000.00	488.70	2,176.65	823.35	0.00	100.00%
Security Alarm	8,414.33	600.00	5,272.99	1,409.34	1,732.00	79.42%
Legal Ads	2,000.00	0.00	731.52	0.00	1,268.48	36.58%
Marketing & Advertising	9,210.00	403.37	7,651.39	1,554.61	4.00	99.96%
Printing/Publications	54,296.15	10,403.24	31,962.55	8,781.24	13,552.36	75.04%
TOTAL COMMUNICATION/PRINT/PUBLICIT	143,786.56	14,996.91	79,125.26	33,134.39	31,526.91	55.03%
3300 - PROPERTY MAINTENANCE / REPAIR / SECURITY						
Building & Site Repairs	213,604.66	6,264.55	190,282.01	11,816.23	11,506.42	94.61%
Equipment Maintenance	27,087.61	2,999.99	22,919.06	2,890.28	1,278.27	95.28%
Grounds & Snow Removal	132,069.64	3,366.25	21,659.63	45,556.37	64,853.64	50.89%
Janitorial Services	243,048.20	16,557.43	176,394.19	26,975.42	39,678.59	83.67%
Trash Services	16,058.37	1,006.63	10,745.11	5,288.13	25.13	99.84%
TOTAL PROPERTY MAINT/REPAIR/SECURITY	631,868.48	30,194.85	422,000.00	92,526.43	117,342.05	81.43%
3400 - INSURANCE						
Property Insurance	33,875.00	0.00	27,512.00	40.50	6,322.50	81.34%
3500 - RENTS & LEASES						
Rents & Leases	0.00	0.00	0.00	0.00	0.00	
3600 - UTILITIES						
Electricity	171,901.84	2,986.00	86,884.93	27,185.89	57,831.02	66.36%
Gas	77,307.74	2,923.90	29,473.33	32,509.88	15,324.53	80.18%
Water/Sewer	13,850.09	541.27	7,075.21	4,917.03	1,857.85	86.59%
TOTAL UTILITIES	263,059.67	6,451.17	123,433.47	64,612.80	75,013.40	71.48%
3700 - PROFESSIONAL SERVICES						
Speakers/Program Stipends	12,765.00	1,250.00	5,425.45	2,339.55	5,000.00	60.83%
Art and Other Exhibits	12,000.00	0.00	1,316.21	0.00	10,683.79	10.97%
Architect/Engineering Services	0.00	0.00	0.00	0.00	0.00	
Auditing & Accounting Services	500.00	0.00	29.40	0.00	470.60	5.88%
General Legal Services	15,506.25	0.00	600.00	4,400.00	10,506.25	32.25%
Labor Legal Services	10,000.00	0.00	6,462.50	3,537.50	0.00	100.00%
Tax Collection Fees	76,000.00	351.86	51,923.32	24,076.68	0.00	100.00%
Banking Fees	12,736.72	796.74	9,090.11	1,322.65	2,323.96	81.75%
TOTAL PROFESSIONAL SERVICES	139,507.97	2,398.60	74,846.99	35,676.38	28,984.60	79.22%
3800 - SOFTWARE MAINTENANCE						
Software Maintenance	245,611.03	27,139.56	195,314.77	30,636.65	19,659.61	92.00%
3900 - OTHER CONTRACTED SERVICES						
Temporary Contract Services	56,491.47	884.65	38,024.43	1,686.25	16,780.79	70.30%
Online Services	159,423.12	87.12	115,459.43	19,757.88	24,205.81	84.82%
Collection Development Services	6,600.00	200.00	5,089.50	710.50	800.00	87.88%
TOTAL OTHER CONTRACTED SERVICES	222,514.59	1,171.77	158,573.36	22,154.63	41,786.60	81.22%
TOTAL PURCHASED/CONTRACT SERVICES	1,746,011.51	77,049.90	1,112,887.42	287,306.01	345,818.08	80.19%
4000 - LIBRARY MATERIALS						
4100 - NEW BOOKS						
New Books	614,000.46	30,899.49	440,108.30	134,927.21	38,964.95	93.65%
Standing Orders/Continuations	29,544.57	587.59	11,329.15	4,889.69	13,325.73	54.90%
Book Rentals	65,917.65	282.75	62,894.99	667.90	2,354.76	96.43%
TOTAL NEW BOOKS	709,462.68	31,769.83	514,332.44	140,484.80	54,645.44	72.50%
4200 - PERIODICALS						
Periodicals	24,000.00	0.00	16,589.72	1,074.79	6,335.49	73.60%

Washington-Centerville Public Library
Expense Account Summary
For the Month of November 2024 and Year-to-Date

	Combined Appropriation	Combined Month- to-date Expenses	Combined Year-to- date Expenses	Combined Encumbrances	Combined Unencumbered Amount	Combined Expended Percent
4300 - AUDIO-VISUAL MATERIALS						
Dvd Movies	56,481.12	2,848.85	22,377.98	19,474.44	14,628.70	74.10%
Blu-Ray Movies	64,643.58	3,610.72	32,463.31	18,867.79	13,312.48	79.41%
Read Along Audiobooks	37,820.71	251.90	27,407.70	9,784.38	628.63	98.34%
Pre-Loaded Learning Tablets	22,355.56	0.00	13,000.19	7,000.00	2,355.37	89.46%
Books On CD	9,669.84	56.27	2,338.08	3,350.00	3,981.76	58.82%
Playaways	10,059.56	0.00	3,406.87	2,000.00	4,652.69	53.75%
'Brary Bags	3,654.46	73.07	1,537.34	632.19	1,484.93	59.37%
TOTAL AUDIO-VISUAL MATERIALS	204,684.83	6,840.81	102,531.47	61,108.80	41,044.56	79.95%
4500 - ONLINE LIBRARY DATABASES						
Online Subscriptions - Adult	117,536.06	0.00	96,775.60	14,370.31	6,390.15	94.56%
Online Subscriptions - Youth	6,485.00	0.00	4,276.07	0.00	2,208.93	65.94%
TOTAL ONLINE LIBRARY DATABASES	124,021.06	0.00	101,051.67	14,370.31	8,599.08	81.48%
4600 - COLLECTION DELIVERY SERVICES						
Search Ohio Delivery	11,753.76	0.00	11,079.47	0.00	674.29	94.26%
4800 - eMATERIALS						
eBOOKS	408,816.80	3,941.84	362,119.80	32,205.87	14,491.13	96.46%
Digital Music Services	42,000.00	0.00	39,735.00	0.00	2,265.00	94.61%
Digital Video Services	167,192.97	14,661.46	139,469.40	27,723.57	0.00	100.00%
Roku Subscription Services	23,000.00	810.21	19,713.00	459.77	2,827.23	87.71%
TOTAL E-MATERIALS	641,009.77	19,413.51	561,037.20	60,389.21	19,583.36	87.52%
4900 - LIBRARY MATERIALS-OTHER						
Special Learning Kits	46,567.67	87.09	15,403.70	8,358.86	22,805.11	51.03%
Board Game Collection	11,505.00	143.76	5,568.59	5,934.39	2.02	99.98%
TOTAL LIBRARY MATERIALS - OTHER	58,072.67	230.85	20,972.29	14,293.25	22,807.13	36.11%
TOTAL LIBRARY MATERIALS	1,773,004.77	58,255.00	1,327,594.26	291,721.16	153,689.35	91.33%
5000 - CAPITAL OUTLAY						
Land Improvements	25,000.00	0.00	0.00	0.00	25,000.00	0.00%
Building Improvements	83,500.00	0.00	70,254.31	0.00	13,245.69	84.14%
Hardware	145,012.36	2,725.34	49,381.71	10,473.84	85,156.81	41.28%
Software	71,600.00	0.00	14,439.52	0.00	57,160.48	20.17%
Office Furniture	16,800.00	0.00	2,227.77	0.00	14,572.23	13.26%
Library Furniture	66,209.00	0.00	15,998.73	1,016.09	49,194.18	25.70%
Library Vehicle	132.54	0.00	132.54	0.00	0.00	100.00%
TOTAL CAPITAL OUTLAY	408,253.90	2,725.34	152,434.58	11,489.93	244,329.39	37.34%
7000 - OTHER OBJECTS						
7100 - DUES & MEMBERSHIPS						
Organizational Dues	200.00	0.00	175.00	0.00	25.00	87.50%
Trustees Dues	13,246.24	0.00	13,246.24	0.00	0.00	100.00%
TOTAL DUES & MEMBERSHIPS	13,446.24	0.00	13,421.24	0.00	25.00	99.81%
7200 - TAXES AND ASSESSMENTS						
Real Estate Taxes	9,233.26	0.00	9,233.26	0.00	0.00	100.00%
State Sales Tax	2,839.71	0.00	2,365.93	0.00	473.78	83.32%
TOTAL TAXES AND ASSESSMENTS	12,072.97	0.00	11,599.19	0.00	473.78	96.08%
7500 - REFUNDS & REIMBURSEMENTS						
Patron Refunds	3,434.86	59.98	1,145.74	692.25	1,596.87	53.51%
TOTAL REFUNDS & REIMBURSEMENTS	3,434.86	59.98	1,145.74	692.25	1,596.87	33.36%
7900 - MISCELLANEOUS EXPENDITURES						
Miscellaneous	0.00	0.00	0.00	0.00	0.00	
TOTAL MISCELLANEOUS EXPENDITURES	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER OBJECTS	28,954.07	59.98	26,166.17	692.25	2,095.65	92.76%
8900 - CONTINGENCY						
Contingency	90,766.74	0.00	0.00	0.00	90,766.74	0.00%
TOTAL CONTINGENCY	90,766.74	0.00	0.00	0.00	90,766.74	0.00%

Washington-Centerville Public Library
Expense Account Summary
For the Month of November 2024 and Year-to-Date

	Combined Appropriation	Combined Month- to-date Expenses	Combined Year-to- date Expenses	Combined Encumbrances	Combined Unencumbered Amount	Combined Expended Percent
9000 - INTERFUND TRANSFERS OUT						
Transfers To Other Funds	2,000,000.00	0.00	2,000,000.00	0.00	0.00	100.00%
TOTAL INTERFUND	2,000,000.00	0.00	2,000,000.00	0.00	0.00	100.00%
TOTAL GENERAL FUND	11,297,538.71	505,620.99	9,023,406.77	702,891.37	1,571,240.57	86.09%
102 - UNCLAIMED FUNDS						
Interfund Transfers Out	0.00	0.00	0.00	0.00	0.00	
TOTAL INTERFUND	0.00	0.00	0.00	0.00	0.00	
401 - BUILDING FUND						
Legal Services	21,787.50	0.00	4,357.50	15,642.50	1,787.50	91.80%
Legal Advertisements	5,000.00	0.00	276.48	0.00	4,723.52	5.53%
Architect/Engineering	378,896.86	41,000.00	146,238.60	232,325.00	333.26	99.91%
Land Improvements	0.00	0.00	0.00	0.00	0.00	
Buildings	0.00	0.00	0.00	0.00	0.00	
Building Improvements - CV	3,734,589.31	0.00	179,799.52	0.00	3,554,789.79	4.81%
Building Improvements - WB	81,584.00	0.00	81,584.00	0.00	0.00	100.00%
Office Furniture	100,000.00	0.00	0.00	0.00	100,000.00	0.00%
Library Furniture	400,000.00	0.00	0.00	0.00	400,000.00	0.00%
TOTAL BUILDING FUND	4,721,857.67	41,000.00	412,256.10	247,967.50	4,061,634.07	13.98%
450 - PERMANENT IMPROVEMENT FUND--ILS						
Software	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
TOTAL PERMANENT IMPROVEMENT FUND-ILS	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
451 - PERMANENT IMPROVEMENT FUND--TECHNOLOGY						
Site Preparation	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
Hardware	32,900.00	0.00	14,763.00	0.00	18,137.00	44.87%
Software	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
TOTAL PERMANENT IMPROVEMENT FUND-TECHNOLOGY	40,900.00	0.00	14,763.00	0.00	26,137.00	36.10%
898-GOOD LIFE PRIVATE PURPOSE FUND						
Office & Program Supplies	0.00	0.00	0.00	0.00	0.00	
Program Supplies	4,720.20	0.00	0.00	4,660.00	60.20	98.72%
Printing / Publications	250.00	0.00	150.81	99.19	0.00	100.00%
TOTAL GOOD LIFE PRIVATE PURPOSE FUND	4,970.20	0.00	150.81	4,759.19	60.20	98.79%
999 PAYROLL CLEARING FUND						
Default Expense	0.00	74,886.59	866,929.63	0.00	-866,929.63	
Unum Expense	0.00	521.70	5,944.15	0.00	-5,944.15	
Delta Expense	0.00	1,248.16	14,140.08	0.00	-14,140.08	
Anthem Expense	0.00	11,957.98	139,074.26	0.00	-139,074.26	
TOTAL PAYROLL CLEARING FUND	0.00	88,614.43	1,026,088.12	0.00	(1,026,088.12)	
GRAND TOTAL ALL APPROPRIATIONS	\$16,070,266.58	\$635,235.42	\$10,476,664.80	\$955,618.06	\$4,637,983.72	71.14%

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of November 2024 and Year-to-Date**

	Monthly Appropriation	Monthly Expense	Favorable/ (Unfavorable)	YTD Appropriation	YTD Expense	Favorable/ (Unfavorable)
101 - GENERAL FUND						
1000 SALARIES & BENEFITS						
1100 - SALARIES & LEAVE BENEFITS						
Director/Managers	50,461.54	51,955.70	(1,494.16)	605,538.46	577,359.76	28,178.70
Library Specialist	116,615.38	107,850.76	8,764.62	1,399,384.62	1,306,000.69	93,383.93
Technician	11,185.83	11,110.40	75.43	170,314.17	169,165.72	1,148.45
Public Services Assistant	31,038.46	25,825.62	5,212.84	372,461.54	339,278.62	33,182.92
Substitute	4,730.77	3,410.76	1,320.01	56,769.23	38,077.15	18,692.08
Fiscal Officer	8,153.85	8,110.88	42.97	97,846.15	96,786.29	1,059.86
Administrative Support	35,807.69	36,230.15	(422.46)	429,692.31	386,724.87	42,967.44
Facilities	6,153.85	6,137.50	16.35	73,846.15	75,734.94	(1,888.79)
Library Aides	11,538.46	10,846.04	692.42	138,461.54	111,755.42	26,706.12
Driver	1,181.82	0.00	1,181.82	5,318.18	2,429.18	2,889.00
Shelving Assistants	8,076.92	7,184.13	892.79	96,923.08	94,606.73	2,316.35
TOTAL SALARIES & LEAVE BENEFITS	284,944.57	268,661.94	16,282.63	3,446,555.43	3,197,919.37	248,636.06
1400 - RETIREMENT-OPERS						
OPERS	36,483.03	37,328.08	(845.05)	467,705.46	474,242.37	(6,536.91)
1600 - INSURANCE BENEFITS						
Health Insurance	44,034.92	38,730.55	5,304.37	484,384.12	439,121.72	45,262.40
Health Savings Account	8,824.30	6,725.13	2,099.17	97,067.35	74,584.75	22,482.60
Dental Insurance	2,179.40	3,470.13	(1,290.73)	23,973.37	19,532.55	4,440.82
Medicare	4,176.54	3,569.56	606.98	50,118.46	42,342.19	7,776.27
Life Insurance	385.21	246.78	138.43	4,237.33	2,978.82	1,258.51
Workers' Compensation	0.00	0.00	0.00	950.00	915.00	35.00
TOTAL INSURANCE BENEFITS	59,600.37	52,742.15	6,858.22	660,730.63	579,475.03	81,255.60
1900 - OTHER EMPLOYEE BENEFITS						
Unemployment Benefits	0.00	0.00	0.00	4,444.00	4,444.00	0.00
Other Employee Benefits	0.00	0.00	0.00	2,563.08	3,499.99	(936.91)
TOTAL OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	7,007.08	7,943.99	(936.91)
TOTAL SALARIES & BENEFITS	381,027.97	358,732.17	22,295.80	4,581,998.60	4,259,580.76	322,417.84
2000 - SUPPLIES						
2100 - GENERAL ADMINISTRATIVE SUPPLIES						
Office Supplies	3,737.59	2,478.41	1,259.18	41,113.45	26,245.48	14,867.97
Program Supplies	7,766.33	1,533.65	6,232.68	99,036.74	55,027.27	44,009.47
Cataloging/Processing Supplies	1,138.77	113.21	1,025.56	12,526.51	4,256.00	8,270.51
Postage	4,825.65	0.00	4,825.65	20,000.00	10,213.46	9,786.54
Janitorial Supplies	395.83	243.24	152.59	3,604.17	1,441.81	2,162.36
TOTAL GENERAL ADMIN SUPPLIES	17,864.18	4,368.51	13,495.67	176,280.87	97,184.02	79,096.85
2200 - PROPERTY MAINTENANCE / REPAIR						
Property Maintenance & Repair	1,266.67	1,449.26	(182.59)	13,933.33	13,609.00	324.33
2300 - Vehicle Fuel & Supplies						
Vehicle Fuel	333.33	127.22	206.11	3,666.67	331.22	3,335.45
Vehicle Supplies	17.27	0.00	17.27	982.73	809.16	173.57
TOTAL VEHICLE FUEL & SUPPLIES	350.61	127.22	223.39	4,649.39	1,140.38	3,509.01
2500 - SUPPLIES PURCHASED FOR RESALE						
Supplies for Resale	4,053.68	2,853.61	1,200.07	44,590.52	32,810.18	11,780.34
TOTAL SUPPLIES	23,535.13	8,798.60	14,736.53	239,454.11	144,743.58	94,710.53
3000 - PURCHASED & CONTRACTED SERVICES						
3100 - TRAVEL EXPENSES						
Mileage	1,010.78	720.36	290.42	11,118.62	6,091.08	5,027.54
In-House Seminars	3,900.00	862.03	3,037.97	13,000.00	8,812.03	4,187.97
Conference/Meetings	6,068.84	(6,885.35)	12,954.19	34,390.78	13,899.46	20,491.32
Membership Dues	379.90	0.00	379.90	4,978.10	3,279.00	1,699.10
TOTAL TRAVEL EXPENSES	11,359.52	(5,302.96)	16,662.48	63,487.49	32,081.57	31,405.92

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of November 2024 and Year-to-Date**

	Monthly Appropriation	Monthly Expense	Favorable/ (Unfavorable)	YTD Appropriation	YTD Expense	Favorable/ (Unfavorable)
3200 - COMMUNICATION / PRINTING / PUBLICITY						
Telephone	679.32	0.00	679.32	7,605.10	4,443.69	3,161.41
Computer Data Line	4,881.81	3,101.60	1,780.21	53,699.86	26,886.47	26,813.39
Postage Machine Rental	0.00	488.70	(488.70)	2,250.00	2,176.65	73.35
Security Alarm	468.14	600.00	(131.86)	8,150.91	5,272.99	2,877.92
Legal Ads	500.00	0.00	500.00	1,500.00	731.52	768.48
Marketing & Advertising	663.12	403.37	259.75	8,546.88	7,651.39	895.49
Printing/Publications	1,628.88	10,403.24	(8,774.36)	52,667.27	31,962.55	20,704.72
TOTAL						
COMMUNICATION/PRINT/PUBLICITY	8,821.27	14,996.91	-6,175.64	134,420.00	79,125.26	55,294.74
3300 - PROPERTY MAINTENANCE / REPAIR / SECURITY						
Building & Site Repairs	12,319.36	6,264.55	6,054.81	201,285.30	190,282.01	11,003.29
Equipment Maintenance	2,257.30	2,999.99	(742.69)	24,830.31	22,919.06	1,911.25
Grounds & Snow Removal	11,005.80	3,366.25	7,639.55	121,063.84	21,659.63	99,404.21
Janitorial Services	20,254.02	16,557.43	3,696.59	222,794.18	176,394.19	46,399.99
Trash Services	1,338.20	1,006.63	331.57	14,720.17	10,745.11	3,975.06
TOTAL PROPERTY MAINT/REPAIR/SECURITY	47,174.68	30,194.85	16,979.83	584,693.80	422,000.00	162,693.80
3400 - INSURANCE						
Property Insurance	0.00	0.00	0.00	33,875.00	27,512.00	6,363.00
3500 - RENTS & LEASES						
Rents & Leases	0.00	0.00	0.00	0.00	0.00	0.00
3600 - UTILITIES						
Electricity	19,456.06	2,986.00	16,470.06	161,190.95	86,884.93	74,306.02
Gas	3,202.22	2,923.90	278.32	71,295.62	29,473.33	41,822.29
Water/Sewer	1,222.38	541.27	681.11	11,519.44	7,075.21	4,444.23
TOTAL UTILITIES	23,880.65	6,451.17	17,429.48	244,006.01	123,433.47	120,572.54
3700 - PROFESSIONAL SERVICES						
Speakers/Program Stipends	1,057.30	1,250.00	(192.70)	12,603.00	5,425.45	7,177.55
Art and Other Exhibits	1,000.00	0.00	1,000.00	11,000.00	1,316.21	9,683.79
Architect/Engineering Services	0.00	0.00	0.00	0.00	0.00	0.00
Auditing & Accounting Services	0.00	0.00	0.00	80.00	29.40	50.60
General Legal Services	1,661.38	0.00	1,661.38	13,844.87	600.00	13,244.87
Labor Legal Services	900.00	0.00	900.00	9,100.00	6,462.50	2,637.50
Tax Collection Fees	380.00	351.86	28.14	76,000.00	51,923.32	24,076.68
Banking Fees	943.92	796.74	147.18	11,792.80	9,090.11	2,702.69
TOTAL PROFESSIONAL SERVICES	5,942.60	2,398.60	3,544.00	134,420.66	74,846.99	59,573.67
3800 - SOFTWARE MAINTENANCE						
Software Maintenance	6,425.04	27,139.56	(20,714.52)	174,166.32	195,314.77	(21,148.45)
3900 - OTHER CONTRACTED SERVICES						
Temporary Contract Services	4,707.62	884.65	3,822.97	51,783.85	38,024.43	13,759.42
Online Services	244.82	87.12	157.70	159,423.12	115,459.43	43,963.69
Collection Development Services	0.00	200.00	(200.00)	6,402.00	5,089.50	1,312.50
TOTAL OTHER CONTRACTED SERVICES	4,952.44	1,171.77	3,780.67	217,608.97	158,573.36	59,035.61
TOTAL PURCHASED/CONTRACT SERVICES	108,556.21	77,049.90	31,506.31	1,586,678.26	1,112,887.42	473,790.84
4000 - LIBRARY MATERIALS						
4100 - NEW BOOKS						
New Books	51,166.71	30,899.49	20,267.22	562,833.76	440,108.30	122,725.46
Standing Orders/Continuations	2,462.05	587.59	1,874.46	27,082.52	11,329.15	15,753.37
Book Rentals	197.75	282.75	(85.00)	65,719.90	62,894.99	2,824.91
TOTAL NEW BOOKS	53,826.51	31,769.83	22,056.68	655,636.17	514,332.44	141,303.73
4200 - PERIODICALS						
Periodicals	720.00	0.00	720.00	24,000.00	16,589.72	7,410.28

Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of November 2024 and Year-to-Date

	Monthly Appropriation	Monthly Expense	Favorable/ (Unfavorable)	YTD Appropriation	YTD Expense	Favorable/ (Unfavorable)
4300 - AUDIO-VISUAL MATERIALS						
Dvd Movies	5,252.74	2,848.85	2,403.89	51,228.38	22,377.98	28,850.40
Blu-Ray Movies	5,947.21	3,610.72	2,336.49	58,696.37	32,463.31	26,233.06
Read Along Audiobooks	2,815.54	251.90	2,563.64	35,005.17	27,407.70	7,597.47
Pre-Loaded Learning Tablets	1,788.44	0.00	1,788.44	20,567.12	13,000.19	7,566.93
Books On CD	928.30	56.27	872.03	8,741.54	2,338.08	6,403.46
Playaways	985.84	0.00	985.84	9,073.72	3,406.87	5,666.85
'Brary Bags	321.59	73.07	248.52	3,332.87	1,537.34	1,795.53
TOTAL AUDIO-VISUAL MATERIALS	18,039.67	6,840.81	11,198.86	186,645.16	102,531.47	84,113.69
4500 - ONLINE LIBRARY DATABASES						
Online Subscriptions - Adult	8,697.67	0.00	8,697.67	108,955.93	96,775.60	12,180.33
Online Subscriptions - Youth	1,297.00	0.00	1,297.00	6,485.00	4,276.07	2,208.93
TOTAL ONLINE LIBRARY DATABASES	9,994.67	0.00	9,994.67	115,440.93	101,051.67	14,389.26
4600 - COLLECTION DELIVERY SERVICES						
Search Ohio Delivery	0.00	0.00	0.00	11,753.76	11,079.47	674.29
4800 - eMATERIALS						
eBOOKS	8,585.88	3,941.84	4,644.04	400,230.92	362,119.80	38,111.12
Digital Music Services	0.00	0.00	0.00	39,900.00	39,735.00	165.00
Digital Video Services	13,932.75	14,661.46	(728.71)	153,260.22	139,469.40	13,790.82
Roku Subscription Services	575.00	810.21	(235.21)	22,425.00	19,713.00	2,712.00
TOTAL E-MATERIALS	23,093.63	19,413.51	3,680.12	615,816.14	561,037.20	54,778.94
4900 - LIBRARY MATERIALS-OTHER						
Special Learning Kits	4,005.77	87.09	3,918.68	42,561.90	15,403.70	27,158.20
Board Game Collection	1,278.33	143.76	1,134.57	10,226.67	5,568.59	4,658.08
TOTAL LIBRARY MATERIALS - OTHER	5,284.10	230.85	5,053.25	52,788.57	20,972.29	31,816.28
TOTAL LIBRARY MATERIALS	110,958.57	58,255.00	52,703.57	1,662,080.73	1,327,594.26	334,486.47
5000 - CAPITAL OUTLAY						
Land Improvements	2,083.33	0.00	2,083.33	22,916.67	0.00	22,916.67
Building Improvements	3,399.64	0.00	3,399.64	80,100.36	70,254.31	9,846.05
Hardware	13,901.39	2,725.34	11,176.05	142,465.03	49,381.71	93,083.32
Software	7,093.60	0.00	7,093.60	64,540.53	14,439.52	50,101.01
Office Furniture	1,627.08	0.00	1,627.08	15,172.92	2,227.77	12,945.15
Library Furniture	7,147.23	0.00	7,147.23	58,590.72	15,998.73	42,591.99
Library Vehicle	0.00	0.00	0.00	132.54	132.54	0.00
TOTAL CAPITAL OUTLAY	35,252.28	2,725.34	32,526.94	383,918.75	152,434.58	231,484.17
7000 - OTHER OBJECTS						
7100 - DUES & MEMBERSHIPS						
Organizational Dues	0.00	0.00	0.00	200.00	175.00	25.00
Trustees Dues	0.00	0.00	0.00	13,246.24	13,246.24	0.00
TOTAL DUES & MEMBERSHIPS	0.00	0.00	0.00	13,446.24	13,421.24	25.00
7200 - TAXES AND ASSESSMENTS						
Real Estate Taxes	0.00	0.00	0.00	9,233.26	9,233.26	0.00
State Sales Tax	0.00	0.00	0.00	2,839.71	2,365.93	473.78
TOTAL TAXES AND ASSESSMENTS	0.00	0.00	0.00	12,072.97	11,599.19	473.78
7500 - REFUNDS & REIMBURSEMENTS						
Patron Refunds	286.24	59.98	226.26	3,148.62	1,145.74	2,002.88
TOTAL REFUNDS & REIMBURSEMENTS	286.24	59.98	226.26	3,148.62	1,145.74	2,002.88
7900 - MISCELLANEOUS EXPENDITURES						
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER OBJECTS	286.24	59.98	226.26	28,667.83	26,166.17	2,501.66

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of November 2024 and Year-to-Date**

	Monthly Appropriation	Monthly Expense	Favorable/ (Unfavorable)	YTD Appropriation	YTD Expense	Favorable/ (Unfavorable)
8900 - CONTINGENCY						
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
9000 - INTERFUND TRANSFERS OUT						
Transfers To Other Funds	0.00	0.00	0.00	2,000,000.00	2,000,000.00	0.00
TOTAL INTERFUND	0.00	0.00	0.00	2,000,000.00	2,000,000.00	0.00
TOTAL GENERAL FUND	659,616.40	505,620.99	153,995.41	10,482,798.28	9,023,406.77	1,459,391.51

See Notes to the Financial Report

Washington-Centerville Public Library
Footnotes To The Monthly Financial Statements
For The Month Of November 2024 And Year-To-Date

Year-to-Date - Last Three Years									
	Year to Date				Year to Date				2022-2024
	2024	2023	\$ Change	% Change	2023	2022	\$ Change	% Change	% Change
GENERAL FUND:									
REVENUE									
Public Library Fund	2,540,090	2,772,529	(232,438)	-8.4%	2,772,529	2,827,634	(55,105)	-1.9%	-10.2%
Operating Levy	5,562,304	5,476,562	85,742	1.6%	5,476,562	5,418,638	57,923	1.1%	2.7%
Federal, State and Local Grants	3,573	2,000	1,573	78.7%	2,000	3,750	(1,750)	-46.7%	-4.7%
Patron Fines, Fees, Patron Supplies	126,122	107,536	18,586	17.3%	107,536	102,351	5,185	5.1%	23.2%
Interest Income	714,100	435,397	278,703	64.0%	435,397	67,498	367,899	545.1%	958.0%
Donations	23,019	28,961	(5,942)	-20.5%	28,961	48,802	(19,841)	-40.7%	-52.8%
Refunds/Reimbursements	13,621	15,710	(2,089)	-13.3%	15,710	39,200	(23,490)	-59.9%	-65.3%
Miscellaneous	162	279	(117)	-41.9%	279	285	(6)	-2.1%	-43.1%
Total Revenue	8,982,991	8,838,973	144,018	1.6%	8,838,973	8,508,158	330,815	3.9%	5.6%
EXPENDITURES									
Salaries	3,197,919	2,822,373	375,546	13.3%	2,822,373	2,648,898	173,475	6.5%	20.7%
Retirement	474,242	649,720	(175,477)	-27.0%	649,720	588,687	61,033	10.4%	-19.4%
Insurance & Other Benefits	587,419	590,187	(2,768)	-0.5%	590,187	524,626	65,561	12.5%	12.0%
Supplies	144,744	115,423	29,320	25.4%	115,423	102,147	13,276	13.0%	41.7%
Purchased / Contract Services	1,112,887	941,469	171,418	18.2%	941,469	1,056,852	(115,383)	-10.9%	5.3%
Library Materials	1,327,594	1,210,532	117,062	9.7%	1,210,532	1,124,876	85,656	7.6%	18.0%
Capital Outlay	152,435	203,472	(51,037)	-25.1%	203,472	207,291	(3,820)	-1.8%	-26.5%
Other Expenditures	26,166	17,450	8,716	49.9%	17,450	14,510	2,941	20.3%	80.3%
Transfers to Other Funds	-	10,000	(10,000)	-100.0%	10,000	3,000,170	(2,990,170)	-99.7%	-100.0%
Total Expenditures	7,023,407	6,560,626	462,781	7.1%	6,560,626	9,268,057	(2,707,431)	-29.2%	-24.2%
Net Change in Fund Balance	1,959,584	2,278,347	(318,763)		2,278,347	(759,899)	3,038,246		

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	232,831	236,585	3,754	1.6%	2,557,748	2,540,090	(17,658)	-0.7%
Operating Levy	0	0	0		4,580,609	4,960,898	380,289	8.3%
Federal, State and Local Grants	0	0	0		615,000	604,979	(10,021)	-1.6%
Patron Fines, Fees, Patron Supplies	9,042	10,063	1,021	11.3%	105,958	126,122	20,164	19.0%
Interest Income	25,000	81,889	56,889	227.6%	237,500	714,100	476,600	200.7%
Donations	697	1,285	589	84.5%	25,253	23,019	(2,235)	-8.8%
Refunds/Reimbursements	300	1,212	912	303.8%	8,700	13,621	4,921	56.6%
Miscellaneous	4	0	(4)	-106.7%	46	162	116	253.5%
Total Revenue	267,873	331,033	63,159	23.6%	8,130,815	8,982,991	852,176	10.5%
EXPENDITURES								
Salaries	284,945	268,662	16,283	5.7%	3,446,555	3,197,919	248,636	7.2%
Retirement	36,483	37,328	(845)	-2.3%	467,705	474,242	(6,537)	-1.4%
Insurance & Other Benefits	59,600	52,742	6,858	11.5%	667,738	587,419	80,319	12.0%
Supplies	23,535	8,799	14,737	62.6%	239,454	144,744	94,711	39.6%
Purchased / Contract Services	108,556	77,050	31,506	29.0%	1,586,678	1,112,887	473,791	29.9%
Library Materials	110,959	58,255	52,704	47.5%	1,662,081	1,327,594	334,486	20.1%
Capital Outlay	35,252	2,725	32,527	92.3%	383,919	152,435	231,484	60.3%
Other Expenditures	286	60	226	79.0%	28,668	26,166	2,502	8.7%
Contingency	0	0	0		0	0	0	
Transfers to Other Funds	0	0	0		2,000,000	2,000,000	0	0.0%
Total Expenditures	659,616	505,621	153,995	-23.3%	10,482,798	9,023,407	1,459,392	13.9%
Net Change in Fund Balance	(391,743)	(174,588)	217,155		(2,351,983)	(40,416)	2,311,567	
Net Change in Fund Balance - Excluding Transfers	(391,743)	(174,588)	(90,836)		(351,983)	1,959,584	(607,216)	

**Washington-Centerville Public Library
Footnotes to the Monthly Financial Reports
For the Month Ended November 30, 2024**

Monthly Cash Position and Reconciled Balances

1. Overall, there was a decrease in fund balances for the month of November of 1.1%. The General Fund saw a decrease of nearly 1.9%, and the Building Fund decrease by nearly 0.9%

Additional details are discussed in the revenue and expenditure sections.

Revenue Summary and Revenue Budget Summary

The General Fund revenue was again stronger than we had anticipated. We have already exceeded our estimated revenue for the year for the General Fund as a whole.

1. The Public Library Fund receipt for November was 1.6% below expectations. It is now 0.7% under budgeted amounts for the year. We just received the December receipts, and we will end the year about 2.2% under budgeted amounts.

In comparison to prior years, the PLF is down 8.4% through the same period in 2023, and down a total of 10.2% since 2022.

2. Interest income was again strong last month, but this was due, in part, to some investments that were called. We should, however, end up earning over \$750,000 in interest income. This is making up for shortages in the Public Library Fund.

Expense Account Summary and Expense Budget Summary

1. Salaries were 5% under budgeted amounts for the month, and are 7.2% under for the year. Areas such as Library Specialists, Public Services Assistants, Substitutes, Administrative Support and Library Aides are the main reasons for this. There is a combination of unfilled positions and general overages in the budgeting of these positions.

OPERS retirement is over budgeted amounts mainly due to the change from library-paid pickup to employee-paid. The first month of the year was still under the old method.

In the new business for the month, you will see an appropriation transfer being made. This is to make up for the shortfall in the budget. The November payment, being made in December, included three pay periods.

Insurance amounts were budgeted too high, with an inclusion for changes that may occur during the year to coverage types and the number of people to be covered. As we move into next year's appropriations, we are going to budget these based on the current employees. If people change coverages, adjustments can be made where the budgets allow, or appropriation transfers will be requested.

2. Supplies is another area that is going to be addressed moving into next year. Year-to-date, supplies are nearly 40% under budget.

Office supplies are nearly 36% under budgeted amounts for the year. With Centerville being mostly closed, and the amount of supplies on-hand there, it will be an opportunity to reduce the number of supplies and the purchases necessary. A supply inventory is being planned for Centerville. This will allow us to gain a better idea of what we have, and I have been added onto the supply requisition process. Doing this will allow us to better manage our supply ordering in 2025.

Program supplies are also being addressed. Part of the reason for the amounts that these line items are under budget is the carryover of open purchase orders from 2023. These items are left open due to purchases that occur in December each year but may not be billed until January. This year, nearly all spending on these items is cut off on November 30th, with only emergency purchases to be made during December.

Vehicle supplies were an unknown area when we budgeted last year. As we have been making the deliveries internally for several months, we now have a better idea of the budgeting for next year. The budget for these items have been cut by 30% going into next year.

Supplies purchased for resale are under budget by nearly \$11,800 for the year. Creativity Commons accounts for about 75% of the budgeted amounts and is about 6% under budget. Other departments are a combined 80.4% under budget. The budget for departments other than Creativity Commons will be reduced next year.

3. Contract Services are 30% under budget for the year.

Travel and meeting expenses are now nearly 50% under budget for the year. As you can see, the actual expense for the month of November was negative. We finally received an \$8,000 refund from Innovative for a training that was scheduled in March and was ultimately cancelled. Since the amount was making it look like we spent more on training than we did, we made the decision to post this item as a negative expenditure, rather than a reimbursement/refund.

Communication, printing and publicity costs are also much lower than anticipated. Part of this relates to rebates that we have received for the computer data line. The other major portion of these expenditures being under budget relates to Marketing & Communications Manager position being vacant for several months this year.

Property maintenance and repair expenses as a whole are about 19% under budget, but this is related to two areas. First, we are still struggling with Centerville Landscaping providing invoices. Even with these, though, this line is going to end up significantly under budget. This is due to a lack of major snowfall events. The other area that has been pretty well under budget is janitorial services. This largely relates to Cintas costs being much lower than anticipated.

Utility costs are also still well under budget, and this will be reflected in next year's appropriations. We had forecast increases from the prior year being greater than they have ended up being. We also did not have any good data related to Congress Park. We currently are planning for a decrease next year of about 25%, but this may end up being greater than this amount.

Professional services is another area that is well under budget. Every line item is under budget, with the largest portion being related to Tax Collection fees. As noted last month, this is due to the County Auditor waiving most of our fees for the second half settlement due to their error in the PLF calculation,

4. Library materials are about 20% under budget for the year, with the largest portions being related to new books, audio visual materials and electronic materials. As we approach the end of the year, we may see some movement in these as suppliers try to get as much material delivered as possible.

As we move into next year, we are bring some additional items under library materials, which may result in some increases in some lines, and the reallocation of some funding in other places.

**Washington-Centerville Public Library
Listing of Investments
For the Month Ended November 30, 2024**

US BANK INVESTMENTS

CUSIP #	Par Value	Rate	Maturity Date	Next Call	Purchase Price	Anticipated Annual Income
Federal Home Loan Bank						
3130AS2V0	\$ 500,000.00	3.33%	5/23/2025	None	\$ 500,000.00	\$ 8,325.00
3130ASXZ7	\$ 500,000.00	3.60%	8/28/2025	None	\$ 500,000.00	\$ 18,000.00
3130B3MG5	\$ 250,000.00	4.45%	11/7/2025	2/7/2025	\$ 250,616.32	\$ 11,125.00
3130B3J38	\$ 250,000.00	4.55%	4/21/2026	4/21/2025	\$ 250,892.36	\$ 11,090.62
3130B1CV7	\$ 400,000.00	5.13%	8/13/2026	8/13/2025	\$ 401,354.17	\$ 20,500.00
3130B3AJ2	\$ 250,000.00	4.25%	10/1/2026	10/1/2025	\$ 250,973.96	\$ 10,329.86
3130B2F42	\$ 600,000.00	4.58%	8/20/2027	8/20/2025	\$ 601,224.33	\$ 34,350.00
3130ASY94	\$ 250,000.00	4.20%	8/25/2027	5/25/2025	\$ 250,000.00	\$ 10,500.00
3130ASZ77	\$ 250,000.00	4.00%	8/25/2027	5/25/2025	\$ 250,000.00	\$ 10,000.00
3130B1CP0	\$ 400,000.00	5.13%	11/10/2027	11/10/2025	\$ 401,025.00	\$ 20,500.00
3130B3HC0	\$ 250,000.00	5.00%	10/23/2028	1/23/2025	\$ 250,861.11	\$ 6,006.94
	<u>\$ 3,900,000.00</u>				<u>\$ 3,906,947.25</u>	<u>\$ 160,727.42</u>

PNC CAPITAL

CUSIP #	Par Value	Rate	Maturity Date		Purchase Price	Anticipated Annual Income
US Treasury Notes						
91282CGD7	\$ 150,000.00	4.25%	12/31/2024	None	\$ 152,264.27	\$ 6,375.00
91282CGN5	\$ 150,000.00	4.63%	2/28/2025	None	\$ 151,984.62	\$ 6,937.50
91282CHD6	\$ 200,000.00	4.25%	5/31/2025	None	\$ 199,550.20	\$ 8,500.00
91282CJS1	\$ 250,000.00	4.25%	12/31/2025	None	\$ 250,600.98	\$ 10,625.00
Total PNC	<u>\$ 750,000.00</u>				<u>\$ 754,400.07</u>	<u>\$ 32,437.50</u>

Total	\$ 4,650,000.00				\$ 4,661,347.32	\$ 193,164.92
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Anticipating investment to be called

**Washington-Centerville Public Library
Investment Schedules
For the Month Ended November 30, 2024**

Interest Income - Year-to-Date

	US Bank	PNC	STAR	Total
2024	\$ 218,734.02	\$ 26,449.70	\$ 468,916.33	\$ 714,100.05
2023	\$ 81,435.07	\$ 15,494.14	\$ 338,467.52	\$ 435,396.73
Change - YTD	\$ 137,298.95	\$ 10,955.56	\$ 130,448.81	\$ 278,703.32 ¹

Interest Income Schedule - Next Twelve Months

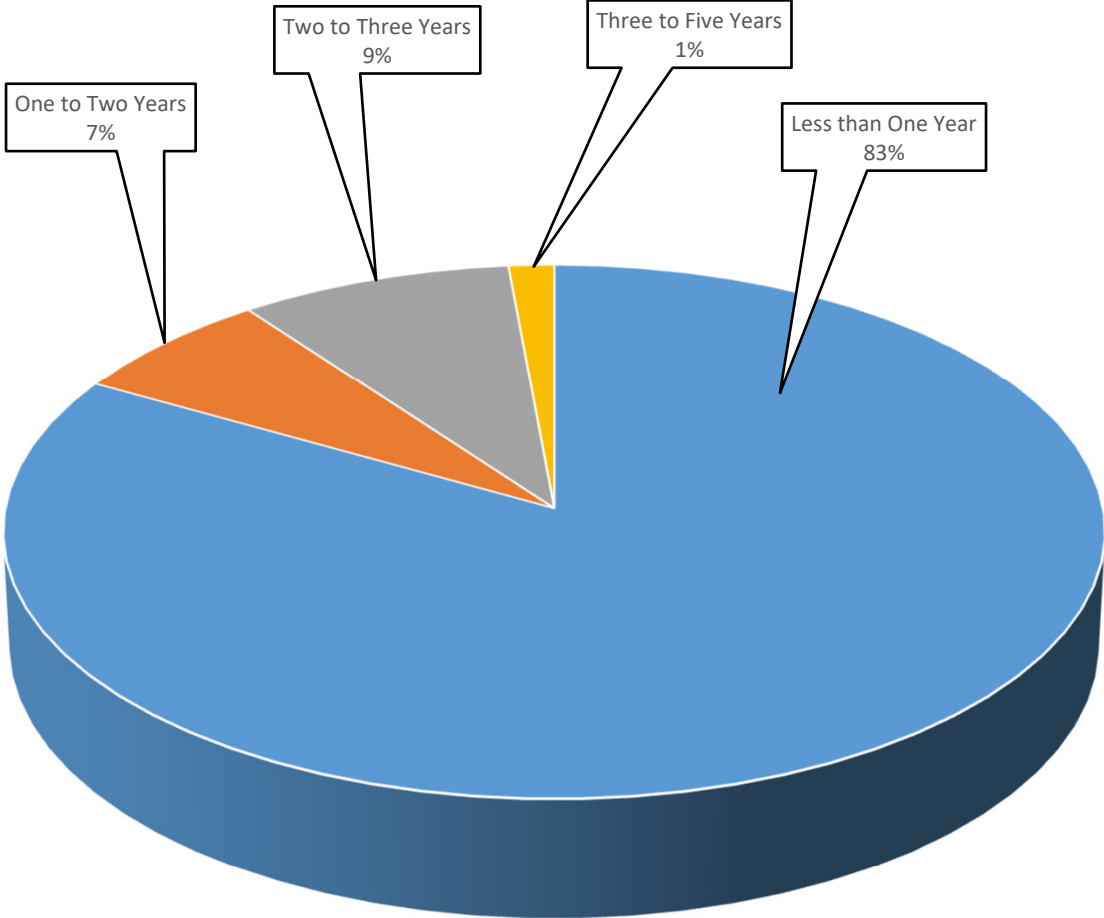
	US Bank	PNC	STAR ⁽¹⁾	Total
December	\$ -	\$ 5,312.50	\$ 46,734.87	\$ 52,047.37
January	\$ -	\$ 3,187.50	\$ 46,917.91	\$ 50,105.41
February	\$ 43,240.00	\$ 3,468.75	\$ 42,090.86	\$ 88,799.61
March	\$ -	\$ -	\$ 42,238.18	\$ 42,238.18
April	\$ 16,427.42	\$ -	\$ 39,863.03	\$ 56,290.45
May	\$ 31,007.50	\$ 4,250.00	\$ 39,994.25	\$ 75,251.75
June	\$ -	\$ 5,312.50	\$ 35,554.59	\$ 40,867.09
July	\$ -	\$ 3,187.50	\$ 35,658.29	\$ 38,845.79
August	\$ 36,370.00	\$ 3,468.75	\$ 30,653.40	\$ 70,492.15
September	\$ -	\$ -	\$ 30,730.03	\$ 30,730.03
October	\$ 11,000.00	\$ -	\$ 30,806.86	\$ 41,806.86
November	\$ 22,682.50	\$ 4,250.00	\$ 30,883.87	\$ 57,816.37
	\$ 160,727.42	\$ 32,437.50	\$ 452,126.14	\$ 645,291.06

¹ - Interest rate cuts occurred in September and November. Projections are to be to 3% by the end of 2025.

Investment Maturity Summary

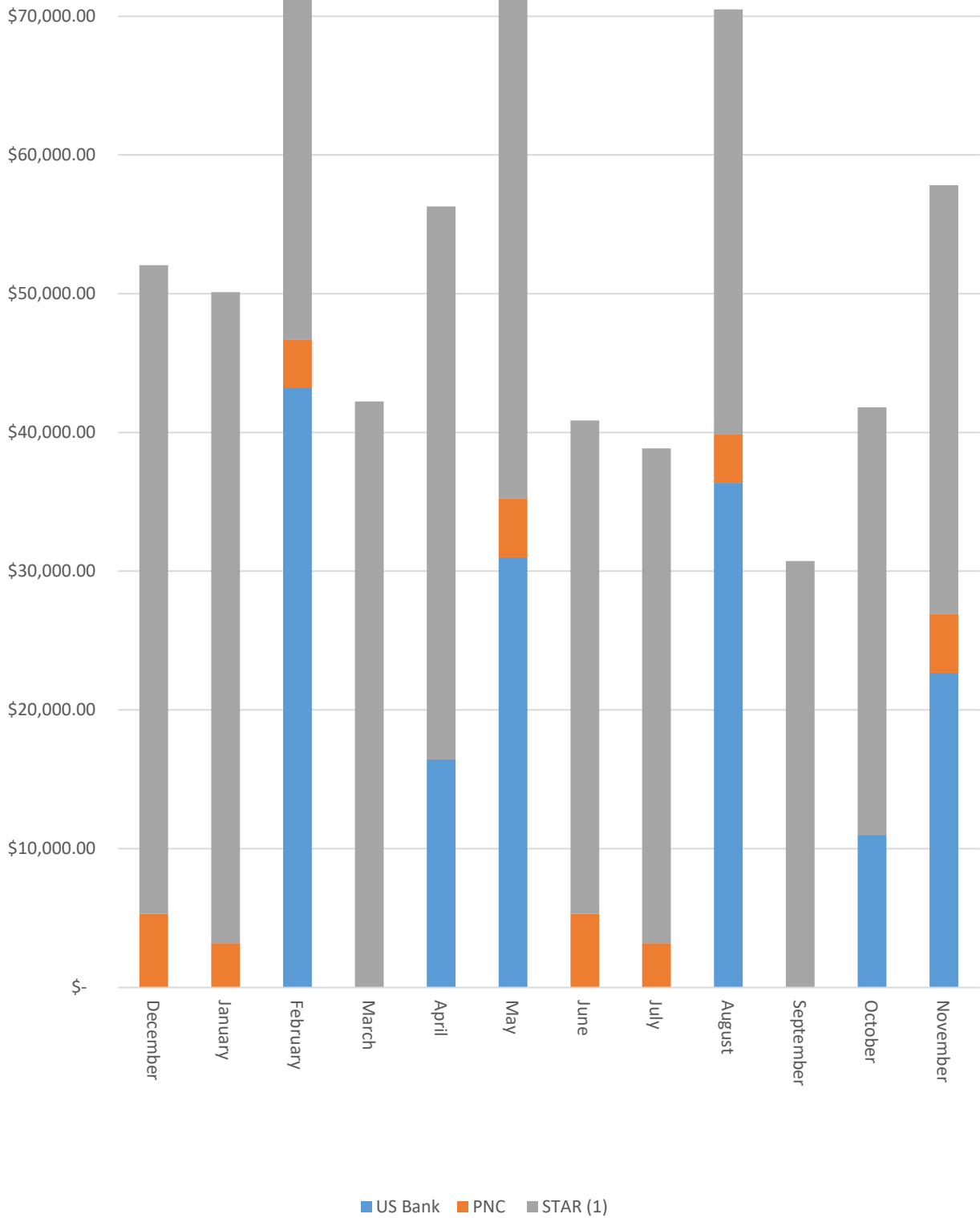
Agency	Less than One Year	One to Two Years	Two to Three Years	Three to Five Years	Total
STAR Ohio	\$ 11,932,307	\$ -	\$ -	\$ -	\$ 11,932,307
Money Market	\$ 639,608	\$ -	\$ -	\$ -	\$ 639,608
Federal Home Loan Bank	\$ 1,250,000	\$ 900,000	\$ 1,500,000	\$ 250,000	\$ 3,900,000
US Treasury Notes	\$ 500,000	\$ 250,000	\$ -	\$ -	\$ 750,000
Total	\$ 14,321,915	\$ 1,150,000	\$ 1,500,000	\$ 250,000	\$ 17,221,915

Investment Laddering - Including STAR Ohio and PNC Money Market



■ Less than One Year ■ One to Two Years ■ Two to Three Years ■ Three to Five Years

Monthly Projected Investment Income - Next Twelve Months



Washington-Centerville Public Library
Footnotes to the Investment Report
For the Month of November 2024 and Year-to-Date

Investment Report

During the month of November, there were two more investments called. As interest rates decline, this is an anticipated result. So far, all of the investments that I anticipated being called have been. Additionally, we saw two investments mature. During November, I purchased four different investments. One of these investments will be called in January.

A summary of the changes from last month:

Agency	Amount	Maturity Date	Interest Rate	Annual Income
Federal Home Loan Bank	\$ 300,000	8/13/2027	5.25%	\$ 15,750.00
Federal Home Loan Bank	\$ 500,000	5/22/2026	5.00%	\$ 25,000.00

Matured				
Agency	Amount	Maturity Date	Interest Rate	Annual Income
Federal Home Loan Bank	\$ 300,000	11/26/2024	0.30%	\$ 900.00
Freddie Mac	\$ 600,000	11/25/2024	0.45%	\$ 2,700.00

Purchases				
Agency	Amount	Maturity Date	Interest Rate	Annual Income
Federal Home Loan Bank	\$ 250,000	11/7/2025	4.45%	\$ 11,125.00
Federal Home Loan Bank	\$ 250,000	4/21/2026	4.55%	\$ 11,090.62
Federal Home Loan Bank	\$ 250,000	10/1/2026	4.25%	\$ 10,329.86
Federal Home Loan Bank	\$ 250,000	10/23/2028	5.00%	\$ 6,006.94

1 – Interest income for the year is up about \$278,700 over 2023. This is seen mainly in U.S. Bank and STAR Ohio

2 - Interest income schedule continues to change as a result of the called investments.

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

ITEM A: Personnel Actions:

Hiring

- None

Promotions

- None

End of Provisionary

- None

Change in Status

- None

Retirement

- None

Resignation/Termination

- None

Washington-Centerville Public Library Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
45996	11/15/2024	AES Ohio	Check	\$ 1,472.98
45997	11/15/2024	CenterPoint Energy	Check	1,796.01
45998	11/15/2024	CENTERVILLE BAND BOOSTERS	Check	184.00
45999	11/15/2024	CHARD SNYDER & ASSOCIATES	Check	125.00
46000	11/15/2024	DELTA DENTAL	Check	1,761.05
46001	11/15/2024	RIECK MECHANICAL	Check	3,581.75
46002	11/15/2024	RUMPKE OF OHIO, INC.	Check	186.01
45984	11/19/2024	LWC INC.	Check	41,000.00
46003	11/19/2024	U.S. BANK	Check	4,361.73
46004	11/21/2024	ACP CreativIT, LLC	Check	1,080.00
46005	11/21/2024	CENTERVILLE CITY SCHOOLS	Check	38,730.55
46006	11/21/2024	CENTERVILLE LANDSCAPING, INC.	Check	1,162.25
46007	11/21/2024	CHARTER COMMUNICATIONS	Check	124.98
46008	11/21/2024	CINTAS CORPORATION	Check	351.11
46009	11/21/2024	CREATIVE IMPRESSIONS, INC.	Check	9,840.09
46010	11/21/2024	DELTA DENTAL	Check	1,709.08
46011	11/21/2024	HOME DEPOT CREDIT SERVICES	Check	646.34
46012	11/21/2024	MONTGOMERY COUNTY	Check	541.27
46013	11/21/2024	One America	Check	246.78
46014	11/21/2024	PITNEY BOWES GLOBAL FINANCIAL	Check	488.70
46015	11/21/2024	SHERWIN WILLIAMS	Check	93.06
46016	11/21/2024	TFG Entertainment LLC	Check	300.00
46017	11/21/2024	TODAY'S BUSINESS SOLUTIONS	Check	87.12
46018	11/21/2024	TRANSFORMATIONS PLUS	Check	210.00
2021000572	11/22/2024	INTERNAL REVENUE SERVICE	EFT	1,777.35
2021000546	11/25/2024	OPERS	EFT	37,328.08
2021000573	11/29/2024	U.S. BANK	EFT	489.47
2021000574	11/29/2024	MONTGOMERY COUNTY AUDITOR	EFT	351.86
2021000575	11/29/2024	Merchant eSolutions	EFT	112.28
2021000576	11/29/2024	PAYPAL, INC	EFT	37.36
2021000577	11/29/2024	Nayax	EFT	157.63
2021000578	12/2/2024	HealthEquity	EFT	6,725.13
46019	12/3/2024	AES Ohio	Check	262.46
46020	12/3/2024	AES Ohio	Check	1,013.09
46021	12/3/2024	AES Ohio	Check	20.68
46022	12/3/2024	Amazon Capital Services, Inc.	Check	2,671.37
46023	12/3/2024	AT&T	Check	323.00
46024	12/3/2024	CHARTER COMMUNICATIONS	Check	274.96
46025	12/3/2024	CINTAS CORPORATION	Check	430.82
46026	12/3/2024	DIGITAL FRINGE	Check	88.52
46027	12/3/2024	DONNELSON MCCARTHY	Check	344.21
46028	12/3/2024	IGS Energy	Check	3,802.03
46029	12/3/2024	MONTGOMERY COUNTY	Check	167.00
46030	12/3/2024	NewsBank, Inc	Check	5,200.00

Washington-Centerville Public Library Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
46031	12/3/2024	ODP BUSINESS SOLUTIONS LLC	Check	1,320.69
46032	12/3/2024	OHIO BUREAU OF WORKERS COMPENSAT	Check	6,574.00
46033	12/3/2024	PROQUEST LLC	Check	7,140.66
46034	12/3/2024	THE WASHINGTON POST	Check	2,029.65
46035	12/3/2024	TODAY'S BUSINESS SOLUTIONS	Check	780.00
46036	12/3/2024	TRANSFORMATIONS PLUS	Check	1,541.00
46037	12/3/2024	Trigon Imaging Solutions	Check	3,967.78
46038	12/4/2024	CAROLINE LIPP	Check	500.00
46039	12/4/2024	JOHANNAH MEYER	Check	350.00
46040	12/4/2024	KATE SILVAIN	Check	250.00
46041	12/4/2024	LILITH ROSE DELAPASSE	Check	3,000.00
46042	12/4/2024	OAKWOOD HIGH SCHOOL	Check	250.00
2021000579	12/6/2024	INTERNAL REVENUE SERVICE	EFT	1,770.50
46043	12/12/2024	CenterPoint Energy	Check	3,077.33
46044	12/12/2024	CenterPoint Energy	Check	896.03
46045	12/12/2024	CenterPoint Energy	Check	101.50
46046	12/12/2024	CenterPoint Energy	Check	545.03
46047	12/12/2024	CINTAS CORPORATION	Check	202.97
46048	12/12/2024	DIGITAL FRINGE	Check	125.08
46049	12/12/2024	KROGER CO.	Check	212.39
46050	12/12/2024	MONTGOMERY COUNTY	Check	1,619.22
46051	12/12/2024	RUMPKE OF OHIO, INC.	Check	1,004.38
46052	12/12/2024	STAPLES BUSINESS ADVANTAGE	Check	634.19
46053	12/17/2024	BAKER & TAYLOR, INC	Check	4,678.02
46054	12/17/2024	BIBLIOTHECA, LLC	Check	26,456.85
46055	12/17/2024	BONHAM ELECTRIC	Check	690.00
46056	12/17/2024	BRODART CO.	Check	25,736.81
46057	12/17/2024	CENTERVILLE LANDSCAPING, INC.	Check	140.15
46058	12/17/2024	CHARD SNYDER & ASSOCIATES	Check	125.00
46059	12/17/2024	DONNELTON MCCARTHY	Check	224.97
46060	12/17/2024	DSS SWEEPING SERVICE	Check	112.89
46061	12/17/2024	GLEASON PROPERTY SERVICES, LLC	Check	15,410.00
46062	12/17/2024	GREATER DAYTON IT ALLIANCE	Check	300.00
46063	12/17/2024	ISHITA KOTAK	Check	16.99
46064	12/17/2024	JANE HERMAN	Check	30.00
46065	12/17/2024	KANOPY, INC.	Check	1,479.00
46066	12/17/2024	LEVEL 3 COMMUNICATIONS LLC	Check	406.40
46067	12/17/2024	MIDWEST TAPE	Check	22,503.71
46068	12/17/2024	ODP BUSINESS SOLUTIONS LLC	Check	94.06
46069	12/17/2024	OVERDRIVE, INC.	Check	23.92
46070	12/17/2024	PLAYAWAY PRODUCTS, LLC	Check	5,003.35
46071	12/17/2024	RIECK MECHANICAL	Check	5,968.02
46072	12/17/2024	SAFEGUARD BUSINESS SYSTEMS	Check	114.68
46073	12/17/2024	SCHOLASTIC INC.	Check	120.00

Washington-Centerville Public Library Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
46074	12/17/2024	SOUTH COMMUNITY	Check	202.50
46075	12/17/2024	TAFT, STETTINIUS & HOLLISTER	Check	280.00
46076	12/17/2024	T-Mobile	Check	962.80
46077	12/17/2024	TREASURER, STATE OF OHIO	Check	136.50
46078	12/17/2024	UNIQUE MANAGEMENT SERVICES INC	Check	473.80
46079	12/17/2024	WORLD BOOK, INC.	Check	1,259.00
46080	12/17/2024	WYSO	Check	120.00
46081	12/17/2024	U.S. BANK	Check	4,490.32
2021000581	12/17/2024	Teri Herbstreit	EFT	120.76
2021000582	12/17/2024	CHARLETTE JOUAN	EFT	29.08
2021000583	12/17/2024	MICHELLE FANG	EFT	20.35
2021000584	12/17/2024	Anne Carey	EFT	8.38
2021000585	12/17/2024	Katherine Watson	EFT	61.37
2021000586	12/17/2024	RUTH ANNE ATTALLA	EFT	19.43
2021000587	12/17/2024	Rachel Knight	EFT	13.72
2021000588	12/17/2024	JENELLE ALLEN	EFT	4.28
2021000589	12/17/2024	TAMMY SIMPSON	EFT	14.00
2021000590	12/17/2024	GARY BERRY	EFT	153.88
2021000591	12/17/2024	DAVE KENT	EFT	35.65
2021000592	12/17/2024	ALYSSA FRAZIER	EFT	4.28
2021000593	12/17/2024	A.J. SCHWAB	EFT	34.17
2021000594	12/17/2024	Gregg McCullough	EFT	4.49
2021000595	12/17/2024	WILLIAM MENKER	EFT	44.61
2021000596	12/17/2024	DARRILYNN BREWSTER	EFT	35.40
2021000597	12/17/2024	Laura Fitzpatrick	EFT	28.14
2021000598	12/17/2024	SHELLY PERESIE	EFT	27.69
2021000599	12/17/2024	DEBE DOCKINS	EFT	33.57
2021000600	12/17/2024	Caitlin Spratt	EFT	4.02
	11/22/2024	Payroll #24	ACH	133,818.26
	12/6/2024	Payroll #25	ACH	133,421.84
				\$ 595,046.67

New Business

**Washington-Centerville Public Library
Schedule of Public Meetings**

Date	Board/Committee	Time	Location
January 21, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
February 18, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
March 18, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
April 15, 2025	Finance Committee	6:30 PM	Woodbourne Program Room
April 15, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
May 20, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
June 17, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
July 15, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
July 16, 2024	Board of Trustees	7:00 PM	Woodbourne Program Room
August 19, 2025	Finance Committee	6:30 PM	Woodbourne Program Room
August 19, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
September 16, 2025	Executive Committee	6:30 PM	Woodbourne Program Room
September 16, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
October 21, 2025	Board of Trustees/ Records Commission	7:00 PM	Woodbourne Creativity Space
November 18, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room
December 9, 2025	Finance Committee	7:00 PM	Woodbourne Creativity Space
December 16, 2025	Executive Committee	6:30 PM	Woodbourne Program Room
December 16, 2025	Board of Trustees	7:00 PM	Woodbourne Program Room

RESOLUTION NO. 024-011

AUTHORIZING THE EXECUTION OF THEN & NOW CERTIFICATES RELATED TO
PURCHASE ORDER NO. 2024-00589, 2024-00595, AND 204-00620

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on December 17, 2024 at 7:00 pm at the Centerville Library with the following members present:

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

_____ moved; _____ seconded of the following resolution:

Whereas, Ohio Rev. Code § 5705.41 (D) requires that all expenditures being properly encumbered at the time of commitment, and when this is not possible, the taxing authority is able to authorize the drawing of a warrant for these amounts based on the Fiscal Officer being able to certify that at both the time of commitment (Then) and at the current time (Now) the funds were available to pay the expenditure.

Whereas, the amount exceeds three thousand dollars, and requires the approval of the Board of Trustees to authorize the payment of said expenditure, within thirty days.

Therefore, be it resolved that the Board of Trustees of the Washington-Centerville Public Library authorizes the drawing of a warrant in payment due to Rieck Mechanical. through:

PO #	PO Date	Invoice Date	Payment Date	Vendor	Amount
2024-00589	11/12/2024	10/28/2024	12/6/2024	Newsbank	\$ 5,200.00
2024-00595	11/19/2024	10/11/2024	11/26/2024	Creative Impressions	9,840.09
2024-00620	12/6/2024	11/20/2024	12/17/2024	Rieck Services	4,750.34
				Total	\$ 19,790.43

Upon roll call on the adoption of the above resolution, the vote was as follows:

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

Passed: December 17, 2024

Board of Trustees
Washington-Centerville Public Library
Montgomery County, Ohio

CERTIFICATE

The undersigned, President and the Secretary 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 December 17, 2024 and in appearing upon the official records of said Board.

President, Board of Trustees

Fiscal Officer

Washington-Centerville Public Library
December 17, 2024
Then & Now Certificate Explanation

PO #2024-00589 – NewsBank, Inc.

This is a new service this year. It appears that the invoice was created and sent while the individual responsible for the periodicals and online subscriptions was on vacation. When she returned and became aware of the invoice, a purchase order for the service was opened.

PO#2024-00595 – Creative Impressions

This purchase order is related to the annual report mailer that was sent out in August. Due to an oversight, the Marketing & Communications thought that a purchase order for this mailer had been opened when the order was made. An invoice was ultimately sent to the Fiscal Office and it was discovered that the requisition was never entered.

PO#2024-00620 – Rieck Services

This is a continuation of another purchase order and is related to the replacement/rebuild of the air handler motor at the Centerville Library. The original purchase order was opened October 7, 2024. Due to additional issues that arose, it became necessary to open an additional purchase order to cover the remainder of the project.



Washington-Centerville Public Library

561 Congress Park Dr.
Centerville, OH 45459

PURCHASE ORDER

Page: 1
P.O. Number: **2024-00589**
P.O. Date: 11/12/2024
Req. Number: 24-AS-00119
Requested By: Anne Wachs
Blanket Type:
Ship Via:
Terms:

**Deliver
To**

Then and Now Certification
It is hereby certified that both at the time of the making of this contract or order and at the date of the execution of this certification, the amount was appropriated for such contract or order and is in the treasury or in the process of collection to the credit of the fund free from any previous encumbrances.

Vendor 00861
NewsBank, Inc
PO Box 1130
397 Main St.
Chester, VT 05143

937-433-8091

Exempt from Ohio Sales Tax and Federal Excise Tax

FID# 31-6006599

Line	Description/Project	Account	Qty	Unit	Price/Unit	Amount
001	NewsBank Subscription - New	101.11.54510	1		5,200.0000	\$5,200.00

Purchase Order Total: \$5,200.00

Certification

I hereby certify that, on the above date, the funds required to meet this obligation have been lawfully appropriated or authorized for such purpose, and are free from other obligation, and are in the treasury or in the process of collection to the credit of the fund designated.

11/18/2024

Director

Date

11/18/2024

Fiscal Officer

Date



Washington-Centerville Public Library

561 Congress Park Dr.
Centerville, OH 45459

PURCHASE ORDER

Page: 1
P.O. Number: **2024-00595**
P.O. Date: 11/19/2024
Req. Number: 24-CR-00037
Requested By: Teri Herbstreit
Blanket Type:
Ship Via:
Terms:

**Deliver
To**

Then and Now Certification
It is hereby certified that both at the time of the making of this contract or order and at the date of the execution of this certification, the amount was appropriated for such contract or order and is in the treasury or in the process of collection to the credit of the fund free from any previous encumbrances.

Vendor 00398
CREATIVE IMPRESSIONS, INC.
4611 GATEWAY CIRCLE
KETTERING, OH 45440

937-433-8091

Exempt from Ohio Sales Tax and Federal Excise Tax

FID# 31-6006599

Line	Description/Project	Account	Qty	Unit	Price/Unit	Amount
001	Annual Report	101.15.53290				\$9,840.09

Purchase Order Total: \$9,840.09

Certification

I hereby certify that, on the above date, the funds required to meet this obligation have been lawfully appropriated or authorized for such purpose, and are free from other obligation, and are in the treasury or in the process of collection to the credit of the fund designated.

11/19/2024

Director

Date

11/19/2024

Fiscal Officer

Date



Washington-Centerville Public Library

561 Congress Park Dr.
Centerville, OH 45459

PURCHASE ORDER

Page: 1
P.O. Number: **2024-00620**
P.O. Date: 12/06/2024
Req. Number: 24-FC-00105
Requested By: Gary Berry
Blanket Type:
Ship Via:
Terms:

**Deliver
To**

Then and Now Certification
It is hereby certified that both at the time of the making of this contract or order and at the date of the execution of this certification, the amount was appropriated for such contract or order and is in the treasury or in the process of collection to the credit of the fund free from any previous encumbrances.

Vendor 00141
RIECK MECHANICAL
PO BOX 13565
DAYTON, OH 45413

937-433-8091

Exempt from Ohio Sales Tax and Federal Excise Tax

FID# 31-6006599

Line	Description/Project	Account	Qty	Unit	Price/Unit	Amount
001	Extension of PO 2024-00522 Motor Replacement CV	101.10.53310	1			\$4,750.34

Purchase Order Total: \$4,750.34

Certification

I hereby certify that, on the above date, the funds required to meet this obligation have been lawfully appropriated or authorized for such purpose, and are free from other obligation, and are in the treasury or in the process of collection to the credit of the fund designated.

12/6/2024

Director

Date

12/6/2024

Fiscal Officer

Date

ENTERING INTO AN INVESTMENT MANAGEMENT AGREEMENT WITH REDTREE
INVESTMENT GROUP

BOARD OF TRUSTEES
WASHINGTON-CENTERVILLE PUBLIC LIBRARY

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on December 17, 2024 at 7:00 pm at the Centerville Library with the following members present:

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

_____ moved, _____ seconded of the following resolution:

RESOLUTION NO. 024-012

Oversight of the financial activity of the library is an important role of the Library Board of Trustees. As part of this, Board knowledge and approval of any new bank accounts to be opened in the name of the Washington-Centerville Public Library is one of the most important roles. Additionally, the Auditor of State has generally considered this to be a requirement even though it is not specifically outlined in the Ohio Revised Code.

Therefore, be it resolved, that the Board of Trustees does hereby approve entering into an investment management agreement with RedTree Investment Group.

Be it further resolved that the Board of Trustees does authorize the fiscal officer to sign the Investment Advisory Agreement and Custody Agreement on-behalf of the Board of Trustees. The Board President, Vice President, Secretary and the Fiscal Officer will be listed as authorized signers on the U.S. Bank Custody Agreement.

Upon roll call on the adoption of the above resolution, the vote was as follows:

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

Passed: December 17, 2024

Board of Trustees
Washington-Centerville Public Library
Montgomery County, Ohio

CERTIFICATE

The undersigned, Fiscal Officer and the Secretary 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 December 17, 2024 and in appearing upon the official records of said Board.

President, Board of Trustees
Washington-Centerville Public Library

Fiscal Officer
Washington-Centerville Public Library

**Washington-Centerville Public Library
Appropriation Transfer
December 17, 2024**

Transfer

From			To		
Account	Description	Amount	Account	Description	Amount
101.10.51610	Health Insurance - Public Services	\$ 8,116.49	101.14.51400	OPERS - Systems	\$ 970.77
			101.15.51400	OPERS - Marketing	\$ 810.33
			101.18.51400	OPERS - Administrative	\$ 1,992.88
			101.24.51400	OPERS - Creativity Commons	\$ 804.50
			101.30.51400	OPERS - Technical Services	\$ 3,538.01
	Total From:	<u>\$ 8,116.49</u>		Total To:	<u>\$ 8,116.49</u>

Justification: This transfer is being made to balance the budget to the actual OPERS withholdings. With the move from the employer pickup to employee-paid, the appropriations for the year had failed to consider that the OPERS payment made last January was for December salaries. As a result, the 10% pickup was not budgeted.

From			To		
Account	Description	Amount	Account	Description	Amount
898.00.53290	Printing & Publications	\$ 96.00	898.00.52120	Program Supplies	\$ 96.00
	Total From:	<u>\$ 96.00</u>		Total To:	<u>\$ 96.00</u>

Justification: This transfer is being made to reflect that printing and publications costs came in lower than anticipated and most of this remaining balance was spent on program supplies for the Good Life Award ceremony.

Monthly Statistics

MONTHLY STATISTICS

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)
CIRCULATION												
Total Circulation	54,127	49,872	-7.9%	38,875	38,310	-1.5%	1	1	0.0%	131,550	129,716	-1.4%
APPLICANT REGISTRATION												
Total Registrations	222	284	27.9%	136	127	-6.6%				358	411	14.8%
LIBRARY CARDHOLDERS												
Total Library Cardholders										65,619	68,735	4.7%
VISITORS												
Building Visitors	17,022	15,185	-10.8%	11,776	11,642	-1.1%	1,275	1,743	36.7%	30,073	28,570	-5.0%
Website Visitors										148,151	268,632	81.3%
Total Visitors										178,224	297,202	66.8%
PATRON ASSISTANCE--ALL DEPT.												
Total Patron Assistance	1,961	3,102	58.2%	1,976	2,949	49.2%	1,251	1,839	47.0%	5,188	7,890	52.1%
PROGRAMS												
Adult/General Programs	6	5	-16.7%	21	11	-47.6%	4	6	50.0%	45	44	-2.2%
Adult/General Program Attendees	109	92	-15.6%	307	113	-63.2%	23	185	704.3%	742	1,252	68.7%
Children's Programs	25	21	-16.0%	23	6	-73.9%	0	0	0.0%	71	28	-60.6%
Children's Program Attendees	528	471	-10.8%	508	237	-53.3%	0	0	0.0%	1,522	751	-50.7%
Teen Programs	3	2	-33.3%	3	6	100.0%	0	0	0.0%	6	8	33.3%
Teen Program Attendees	31	20	-35.5%	97	113	16.5%	0	0	0.0%	128	133	3.9%
Total Library Programs	34	28	-17.6%	47	23	-51.1%	4	6	50.0%	122	80	-34.4%
Total Library Program Attendees	668	583	-12.7%	912	463	-49.2%	23	185	704.3%	2,392	2,136	-10.7%
ELECTRONIC DATABASE USAGE												
		Users/Month			Queries/Month							
Library-Owned Databases*	2,088	1,691	-19.0%	2,348	2,127	-9.4%						
OPLIN Databases*				2,626	4,198	59.9%						
Total All Databases	2,088	1,691	-19.0%	4,974	6,325	27.2%						

MONTHLY CIRCULATION

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)
PRINT CIRCULATION												
Adult Books	15,783	14,886	-5.7%	11,520	11,743	1.9%	1	1	0.0%	27,304	26,630	-2.5%
Juvenile Books	22,998	20,845	-9.4%	15,964	14,356	-10.1%	0	0	0.0%	38,962	35,201	-9.7%
Off Line Transactions										5	13	160.0%
Periodicals	1,669	1,514	-9.3%	1,382	1,284	-7.1%	0	0	0.0%	3,051	2,798	-8.3%
Young Adult Books	1,495	1,493	-0.1%	1,085	934	-13.9%	0	0	0.0%	2,580	2,427	-5.9%
Total Print Circulation	41,945	38,738	-7.6%	29,951	28,317	-5.5%	1	1	0.0%	71,902	67,069	-6.7%
AV CIRCULATION												
Audiobooks	1,885	1,891	0.3%	1,565	1,522	-2.7%				3,450	3,413	-1.1%
Movies (DVDs/Blu-rays)	9,078	7,888	-13.1%	6,287	7,092	12.8%				15,365	14,980	-2.5%
Music (Compact Discs)	522	320	-38.7%	453	506	11.7%				975	826	-15.3%
Total AV Circulation	11,485	10,099	-12.1%	8,305	9,120	9.8%				19,790	19,219	-2.9%
LIBRARY OF THINGS CIRCULATION												
Board Games	216	355	64.4%	118	413	250.0%	0	0	0.0%	334	768	129.9%
Library Bags	66	94	42.4%	72	32	-55.6%				138	126	-8.7%
Cultural Passes**	N/A	11	0.0%	N/A	12	0.0%	N/A	0	0.0%	0	23	0.0%
Hotspots	10	14	40.0%	25	16	-36.0%	0	0	0.0%	35	30	-14.3%
Maker Kits	85	120	41.2%	62	78	25.8%	0	0	0.0%	147	198	34.7%
Streaming Devices	44	64	45.5%	30	49	63.3%	0	0	0.0%	74	113	52.7%
Streaming Device+Hotspot Combos**	N/A	7	0.0%	N/A	8	0.0%	N/A	0	0.0%	0	15	0.0%
Juvenile Tablets	271	357	31.7%	312	265	-15.1%				583	622	6.7%
Total Library of Things Circulation	692	1,022	47.7%	619	873	41.0%	0	0	0.0%	1,311	1,895	44.5%
TOTAL PHYSICAL CIRCULATION												
Adult Circulation	26,271	23,958	-8.8%	19,104	20,114	5.3%	1	1	0.0%	45,376	44,073	-2.9%
Juvenile Circulation	26,323	24,412	-7.3%	18,657	17,256	-7.5%	0	0	0.0%	44,980	41,668	-7.4%
Young Adult Circulation	1,533	1,502	-2.0%	1,114	940	-15.6%	0	0	0.0%	2,647	2,442	-7.7%
Total Physical Circulation	54,127	49,872	-7.9%	38,875	38,310	-1.5%	1	1	0.0%	93,003	88,183	-5.2%
SEARCH/OHIO/OHIOLINK CIRCULATION												
SearchOhio/OhioLink Borrowed										1,019	1,004	-1.5%
DIGITAL CIRCULATION												
eAudiobooks										14,014	16,092	14.8%
eBooks										17,220	17,569	2.0%
eMusic										307	393	28.0%
eVideo										2,092	2,283	9.1%
eZines (Digital Magazines)										3,895	4,192	7.6%
Total Digital Circulation										37,528	40,529	8.0%

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

**Cultural Passes & Streaming Device+Hotspot Combos debuted April 2024

YEAR-TO-DATE STATISTICS

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)
CIRCULATION												
Total Circulation	650,747	608,065	-6.6%	463,759	442,281	-4.6%	41	71	73.2%	1,537,313	1,524,250	-0.8%
APPLICANT REGISTRATION												
Total Registrations	3,702	3,859	4.2%	2,121	2,088	-1.6%				5,823	5,947	2.1%
LIBRARY CARDHOLDERS												
Total Library Cardholders										65,619	68,735	4.7%
VISITORS												
Building Visitors	198,310	181,443	-8.5%	138,302	137,877	-0.3%	15,553	20,643	32.7%	352,165	339,963	-3.5%
Website Visitors										1,079,323	1,951,448	80.8%
Total Visitors										1,431,488	2,291,411	60.1%
PATRON ASSISTANCE--ALL DEPT.												
Total Patron Assistance	32,710	38,436	17.5%	27,979	33,940	21.3%	11,972	16,675	39.3%	72,661	89,051	22.6%
PROGRAMS												
Adult/General Programs	82	82	0.0%	186	151	-18.8%	71	139	95.8%	528	598	13.3%
Adult/General Program Attendees	998	1,077	7.9%	2,121	1,712	-19.3%	1,674	5,600	234.5%	82,210	89,865	9.3%
Children's Programs	269	242	-10.0%	204	164	-19.6%	0	0	0.0%	708	581	-17.9%
Children's Program Attendees	6,225	6,083	-2.3%	5,238	4,327	-17.4%	0	0	0.0%	19,185	15,836	-17.5%
Teen Programs	60	46	-23.3%	30	32	6.7%	0	0	0.0%	95	89	-6.3%
Teen Program Attendees	1,041	785	-24.6%	326	382	17.2%	0	0	0.0%	2,103	2,015	-4.2%
Total Library Programs	411	370	-10.0%	420	347	-17.4%	71	139	95.8%	1,331	1,268	-4.7%
Total Library Program Attendees	8,264	7,945	-3.9%	7,685	6,421	-16.4%	1,674	5,600	234.5%	103,498	107,716	4.1%
ELECTRONIC DATABASE USAGE	Users/Year-to-Date			Queries/Year-to-Date								
Library-Owned Databases	22,544	22,322	-1.0%	35,985	36,514	1.5%						
OPLIN Databases				28,490	46,135	61.9%						
Total All Databases	22,544	22,322	-1.0%	64,475	82,649	28.2%						

YEAR-TO-DATE CIRCULATION

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)
PRINT CIRCULATION												
Adult Books	189,449	186,987	-1.3%	139,522	137,917	-1.2%	31	61	96.8%	329,002	324,965	-1.2%
Juvenile Books	279,076	248,780	-10.9%	186,137	172,219	-7.5%	10	10	0.0%	465,223	421,009	-9.5%
Off Line Transactions										58	70	20.7%
Periodicals	20,597	19,738	-4.2%	14,552	12,701	-12.7%	0	0	0.0%	35,149	32,439	-7.7%
Young Adult Books	20,066	19,670	-2.0%	14,055	13,670	-2.7%	0	0	0.0%	34,121	33,340	-2.3%
Total Print Circulation	509,188	475,175	-6.7%	354,266	336,507	-5.0%	41	71	73.2%	863,553	811,823	-6.0%
AV CIRCULATION												
Audiobooks	22,589	22,647	0.3%	18,916	18,493	-2.2%				41,505	41,140	-0.9%
Movies (DVDs/Blu-rays)	106,612	95,886	-10.1%	79,530	74,066	-6.9%				186,142	169,952	-8.7%
Music (Compact Discs)	4,695	4,891	4.2%	4,731	5,399	14.1%				9,426	10,290	9.2%
Total AV Circulation	133,896	123,424	-7.8%	103,177	97,958	-5.1%				237,073	221,382	-6.6%
LIBRARY OF THINGS CIRCULATION												
Board Games	1,758	2,386	35.7%	1,099	2,399	118.3%	0	0	0.0%	2,857	4,785	67.5%
Library Bags	822	881	7.2%	623	608	-2.4%				1,445	1,489	3.0%
Cultural Passes**	0	91	0.0%	0	58	0.0%	0	0	0.0%	0	149	0.0%
Hotspots	165	142	-13.9%	188	198	5.3%	0	0	0.0%	353	340	-3.7%
Maker Kits	908	1,209	33.1%	665	830	24.8%	0	0	0.0%	1,573	2,039	29.6%
Streaming Devices	416	615	47.8%	346	443	28.0%	0	0	0.0%	762	1,058	38.8%
Streaming Device+Hotspot Combos**	0	81	0.0%	0	69	0.0%	0	0	0.0%	0	150	0.0%
Juvenile Tablets	3,536	3,991	12.9%	3,395	3,211	-5.4%				6,931	7,202	3.9%
Total Library of Things Circulation	7,605	9,396	23.6%	6,316	7,816	23.7%	0	0	0.0%	13,921	17,212	23.6%
TOTAL PHYSICAL CIRCULATION												
Adult Circulation	311,003	298,755	-3.9%	230,916	223,752	-3.1%	31	61	96.8%	541,950	522,568	-3.6%
Juvenile Circulation	319,184	289,239	-9.4%	218,376	204,549	-6.3%	10	10	0.0%	537,570	493,798	-8.1%
Young Adult Circulation	20,560	20,071	-2.4%	14,467	13,980	-3.4%	0	0	0.0%	35,027	34,051	-2.8%
Total Physical Circulation	650,747	608,065	-6.6%	463,759	442,281	-4.6%	41	71	73.2%	1,114,547	1,050,417	-5.8%
SEARCHOHIO/OHIOLINK CIRCULATION												
SearchOhio/OhioLink Borrowed										14,176	13,656	-3.7%
DIGITAL CIRCULATION												
eAudiobooks										155,457	180,080	15.8%
eBooks										205,942	209,392	1.7%
eMusic										3,267	3,541	8.4%
eVideo										23,827	26,107	9.6%
eZines (Digital Magazines)										20,097	41,057	104.3%
Total Digital Circulation										408,590	460,177	12.6%

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

**Cultural Passes & Streaming Device+Hotspot Combos debuted April 2024

WASHINGTON-CENTERVILLE PUBLIC LIBRARY

2025 BUDGET PRESENTATION

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
ESTIMATED FUND ANALYSIS - 2024

Fund	Unencumbered Balance 1/1/24	2024 Projected Receipts	2024 Total Available	2024 Projected Expenses	Projected Unencumbered Balance 12/31/24
General Fund	\$ 9,204,659	\$ 9,251,008	\$ 18,455,666	\$ 9,654,127	\$ 8,801,540
Unclaimed Funds	310	\$ 360	670		670
Special Operating Fund	3,750,186	\$ -	3,750,186		3,750,186
Total General Fund	12,955,155	9,251,367	22,206,522	9,654,127	12,552,396
Building Fund	3,149,939	\$ 2,000,000	5,149,939	451,256	4,698,683
Permanent Improvement - ILS	568,950	\$ -	568,950	-	568,950
Permanent Improvement - Reference	741,099	\$ -	741,099	14,763	726,336
Total Capital Projects Funds	4,459,988	2,000,000	6,459,988	466,019	5,993,969
Dorothy Yeck - Good Life Award	189	\$ 4,800	4,989	4,910	79
Payroll Clearing Fund	3,775	\$ 962,395	966,170	\$937,473.69	28,696
Total	\$ 17,419,107	\$ 12,218,563	\$ 29,637,670	\$ 11,062,530	\$ 18,575,140

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
ESTIMATED FUND ANALYSIS - 2025

Fund	Projected Unencumbered Balance 1/1/25	2025 Estimated Receipts	2025 Total Available	2025 Appropriations	Projected Unencumbered Balance 12/31/25
General Fund	\$ 8,801,540	\$ 9,154,071	\$ 17,955,611	\$ 10,545,997	\$ 7,409,614
Unclaimed Funds	670	-	670	-	670
Special Operating Fund	3,750,186	-	3,750,186	-	3,750,186
Total General Fund	12,552,396	9,154,071	21,706,467	10,545,997	11,160,470
Building Fund	4,698,683	1,750,000	6,448,683	5,953,200	495,483
Permanent Improvement - ILS	568,950	-	568,950	7,500	561,450
Permanent Improvement - Reference	726,336	-	726,336	277,500	448,836
Total Capital Projects Funds	5,993,969	1,750,000	7,743,969	6,238,200	1,505,769
Dorothy Yeck - Good Life Award	79	5,525	5,604	5,525	79
Payroll Clearing Fund	28,696	1,100,000	1,128,696	1,100,000	28,696
Total	\$ 18,575,140	\$ 12,009,596	\$ 30,584,736	\$ 17,889,722	\$ 12,695,015

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - SUMMARY

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Beginning Fund Balance	\$ 8,173,214	\$ 9,204,658	\$ 9,204,658	\$ 8,801,539
Public Library Fund	3,035,188	2,866,382	2,844,971	3,280,355
Property Tax Levy	5,476,562	5,195,609	5,562,304	5,290,516
Intergovernmental Revenue	2,000	-	3,573	-
Patron Charges	118,614	115,000	134,143	101,500
Interest Income	479,229	250,000	669,711	400,000
Donations	31,554	25,950	23,127	22,500
Other Income	16,228	9,050	13,180	9,200
Sale of Capital Assets	-	-	-	50,000
Total Receipts	9,159,376	8,461,991	9,251,008	9,154,071
Personal Services	4,412,196	4,992,607	4,632,185	4,776,391
Supplies	114,590	237,940	153,024	214,675
Contract Services	1,046,948	1,766,011	1,284,479	1,673,780
Library Materials	1,320,616	1,773,005	1,381,304	1,590,251
Capital Outlay	206,060	408,254	176,683	322,700
Other Expenses	17,522	28,954	26,452	18,200
Contingency	-	90,767	-	200,000
Transfers	1,010,000	2,000,000	2,000,000	1,750,000
Total Expenditures	8,127,932	11,297,538	9,654,127	10,545,997
Excess of Receipts over Expenditures	1,031,444	(2,835,547)	(403,119)	(1,391,926)
Ending Fund Balance	\$ 9,204,658	\$ 6,369,112	\$ 8,801,539	\$ 7,409,614

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BUILDING FUND BUDGET - SUMMARY

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Beginning Fund Balance	\$ 2,866,729	\$ 3,149,939	\$ 3,149,939	\$ 4,698,683
Transfers In	1,000,000	2,000,000	2,000,000	1,750,000
Total Receipts	<u>1,000,000</u>	<u>2,000,000</u>	<u>2,000,000</u>	<u>1,750,000</u>
Contract Services	61,485	405,684	189,873	443,200
Capital Outlay	655,305	4,316,173	261,384	5,510,000
Total Expenditures	<u>716,790</u>	<u>4,721,858</u>	<u>451,256</u>	<u>5,953,200</u>
Excess of Receipts over Expenditures	283,210	(2,721,858)	1,548,744	(4,203,200)
Ending Fund Balance	<u>\$ 3,149,939</u>	<u>\$ 428,081</u>	<u>\$ 4,698,683</u>	<u>\$ 495,483</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
PERMANENT IMPROVEMENT - ILS FUND BUDGET - SUMMARY

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Beginning Fund Balance	\$ 606,121	\$ 568,950	\$ 568,950	\$ 568,950
Transfers In	-	-	-	-
Total Receipts	-	-	-	-
Capital Outlay	37,171	5,000	-	7,500
Total Expenditures	37,171	5,000	-	7,500
Excess of Receipts over Expenditures	(37,171)	(5,000)	-	(7,500)
Ending Fund Balance	<u>\$ 568,950</u>	<u>\$ 563,950</u>	<u>\$ 568,950</u>	<u>\$ 561,450</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
PERMANENT IMPROVEMENT - ILS FUND BUDGET - SUMMARY

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Beginning Fund Balance	\$ 741,099	\$ 741,099	\$ 741,099	\$ 726,336
Transfers In	-	-	-	-
Total Receipts	-	-	-	-
Contract Services	-	4,000	-	35,000
Capital Outlay	-	36,900	14,763	242,500
Total Expenditures	-	40,900	14,763	277,500
Excess of Receipts over Expenditures	-	(40,900)	(14,763)	(277,500)
Ending Fund Balance	<u>\$ 741,099</u>	<u>\$ 700,199</u>	<u>\$ 726,336</u>	<u>\$ 448,836</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
DOROTHY R. YECK GOOD LIFE AWARD FUND BUDGET - SUMMARY

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Beginning Fund Balance	\$ 4,209	\$ 189	\$ 189	\$ 79
Donations	800	4,800	4,800	5,525
Total Receipts	800	4,800	4,800	5,525
Supplies	4,820	4,720	4,660	4,750
Contract Services	-	250	250	775
Total Expenditures	4,820	4,970	4,910	5,525
Excess of Receipts over Expenditures	(4,020)	(170)	(110)	-
Ending Fund Balance	\$ 189	\$ 19	\$ 79	\$ 79

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - DETAILED

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Beginning Fund Balance	\$ 8,173,214	\$ 9,204,658	\$ 9,204,658	\$ 8,801,539
Public Library Fund	3,035,188	2,866,382	2,844,971	3,280,355
<i>Total Public Library Fund</i>	3,035,188	2,866,382	2,844,971	3,280,355
Property and Other Local Taxes	4,858,704	4,580,609	4,957,325	4,690,516
Homestead/Rollback	617,858	615,000	604,979	600,000
<i>Total Property Tax Levy</i>	5,476,562	5,195,609	5,562,304	5,290,516
Federal Grants	-	-	3,573	-
Local Grants	2,000	-	-	-
<i>Total Intergovernmental Revenue</i>	2,000	-	3,573	-
Patron Fines and Fees	30,507	29,000	30,233	22,500
Printing, Copying and Faxing	30,514	28,750	34,573	21,000
Program Fees	2,625	6,500	9,009	-
Passports	25,280	25,000	25,252	25,000
Passport Photos	5,961	5,400	5,750	5,500
Patron Supplies	23,728	20,350	29,325	27,500
<i>Total Patron Charges</i>	118,614	115,000	134,143	101,500
Interest Income	479,229	250,000	669,711	400,000
<i>Total Interest Income</i>	479,229	250,000	669,711	400,000
Donations	31,554	25,950	23,127	22,500
<i>Total Donations</i>	31,554	25,950	23,127	22,500

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - DETAILED

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Refunds and Reimbursements	15,951	9,000	13,009	9,000
Miscellaneous	276	50	171	200
<i>Total Other Income</i>	<u>16,228</u>	<u>9,050</u>	<u>13,180</u>	<u>9,200</u>
Sale of Personal Property	-	-	-	50,000
<i>Total Other Financing Sources</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
Total Receipts	<u>9,159,376</u>	<u>8,461,991</u>	<u>9,251,008</u>	<u>9,154,071</u>
Managers/Director	558,546	656,000	627,821	672,250
Library Specialists	1,237,783	1,516,000	1,407,725	1,445,000
Technical Assistants	191,620	181,500	172,017	147,000
Customer Service Assistants	357,939	403,500	370,317	330,000
Substitutes	40,369	61,500	42,808	44,000
Fiscal Officer	91,291	106,000	104,940	109,000
Administrative Support	295,955	465,500	422,533	516,350
Facilities	69,592	80,000	81,889	81,000
Facilities Assistant/Driver	-	6,500	3,611	20,000
Aides	110,609	150,000	123,294	147,450
Shelving Assistants	109,211	105,000	102,684	97,000
<i>Total Salaries</i>	<u>3,062,916</u>	<u>3,731,500</u>	<u>3,459,639</u>	<u>3,609,050</u>
Retirement Benefits	704,595	522,430	521,486	506,040
<i>Total Retirement Benefits</i>	<u>704,595</u>	<u>522,430</u>	<u>521,486</u>	<u>506,040</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - DETAILED

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Health Insurance	477,541	528,419	479,048	483,781
Health Savings Account	88,009	105,891	82,466	89,025
Dental Insurance	20,068	26,153	21,339	23,415
Medicare	43,569	54,295	46,258	54,215
Life Insurance	3,295	4,622	3,340	3,365
Worker's Compensation	9,557	9,500	9,465	7,500
<i>Total Insurance Benefits</i>	<u>642,039</u>	<u>728,881</u>	<u>641,916</u>	<u>661,301</u>
Unemployment Benefits	-	4,444	4,444	-
Other Employee Benefits	2,647	5,353	4,700	-
<i>Total Other Benefits</i>	<u>2,647</u>	<u>9,797</u>	<u>9,144</u>	<u>-</u>
Personal Services	4,412,196	4,992,607	4,632,185	4,776,391
Office Supplies	34,611	44,851	29,983	24,500
Program Supplies	53,502	106,829	62,820	57,350
Catalog/Processing	5,393	13,665	5,282	9,000
Small Tools	897	-	-	1,000
Janitorial Supplies	-	3,750	1,838	3,625
<i>Total General/Administrative Supplies</i>	<u>94,403</u>	<u>169,095</u>	<u>99,923</u>	<u>95,475</u>
Property Maintenance Supplies	84	15,200	14,747	44,700
<i>Total Property Maintenance Supplies</i>	<u>84</u>	<u>15,200</u>	<u>14,747</u>	<u>44,700</u>
Vehicle Fuel and Oil	-	4,000	665	3,000
Vehicle Supplies	-	1,000	826	500
<i>Total Vehicle Supplies</i>	<u>-</u>	<u>5,000</u>	<u>1,491</u>	<u>3,500</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - DETAILED

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Supplies Purchased for Resale	20,103	48,644	36,863	71,000
<i>Total Supplies Purchased for Resale</i>	20,103	48,644	36,863	71,000
Supplies	114,590	237,940	153,024	214,675
Mileage	6,672	12,130	7,086	11,050
In-House Seminars	2,519	13,000	8,812	19,000
Conference/Meeting	10,663	35,301	22,509	44,530
Membership Dues	2,840	5,358	3,659	4,665
<i>Total Travel and Meeting</i>	22,695	65,788	42,065	79,245
Telephone Services	3,196	8,284	5,123	5,400
Computer Data Line	25,563	58,582	31,768	32,040
Postage	6,510	20,000	14,380	22,000
Postage Meter Rental	-	3,000	2,427	2,500
Security Alarm	3,014	8,414	5,741	8,160
Legal Advertisements	1,297	2,000	1,232	2,500
Marketing & Advertising	13,180	9,210	8,315	18,100
Printing/Publications	14,292	54,296	33,592	53,100
<i>Total Communication & Printing</i>	67,051	163,787	102,577	143,800
Building/Site Repair	79,787	213,605	202,601	142,505
Equipment & Furniture Repair	22,763	27,088	24,964	23,900
Grounds & Snow Removal	39,619	132,070	32,665	151,000
Janitorial Service	188,808	243,048	196,648	235,800
Trash Service	9,232	16,058	12,083	17,000
<i>Total Property Maintenance Services</i>	340,209	631,868	468,963	570,205

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - DETAILED

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Insurance	25,270	33,875	27,512	31,700
<i>Total Insurance</i>	<u>25,270</u>	<u>33,875</u>	<u>27,512</u>	<u>31,700</u>
Electricity	73,829	171,902	97,596	104,000
Natural Gas	43,753	77,308	35,485	38,000
Water/Sewer	8,624	13,850	9,406	10,150
<i>Total Utilities</i>	<u>126,205</u>	<u>263,060</u>	<u>142,487</u>	<u>152,150</u>
Speaker & Program Stipends	6,900	12,765	5,588	15,000
Art and Other Exhibits	-	12,000	2,316	5,000
Architect & Engineering Services	-	-	-	-
Auditing & Accounting Services	12,264	500	449	12,800
Legal Services - General	24,971	15,506	2,261	5,000
Legal Services - Employment	-	10,000	7,363	20,000
Tax Collection Fees	71,236	76,000	51,571	80,000
Banking Fees	7,508	12,737	9,237	20,150
Benefits Administration	-	-	-	5,000
Other Professional Services	-	-	-	12,000
<i>Total Professional Services</i>	<u>122,879</u>	<u>139,508</u>	<u>78,786</u>	<u>174,950</u>
Software Maintenance	235,873	245,611	258,810	249,770
<i>Total Software Maintenance</i>	<u>235,873</u>	<u>245,611</u>	<u>258,810</u>	<u>249,770</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - DETAILED

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Temporary Contract Services	24,915	56,491	42,732	46,000
Online Services	76,761	159,423	115,459	219,760
Collection Development Services	5,090	6,600	5,088	6,200
<i>Total Other Contract Services</i>	<u>106,766</u>	<u>222,514</u>	<u>163,279</u>	<u>271,960</u>
Contract Services	1,046,948	1,766,011	1,284,479	1,673,780
New Books	412,350	614,000	460,376	410,000
Standing Order/Continuation Books	14,807	29,545	13,204	16,000
Book Rentals	61,172	65,918	62,810	70,100
<i>Total New Books</i>	<u>488,328</u>	<u>709,463</u>	<u>536,389</u>	<u>496,100</u>
Periodicals	22,183	24,000	16,590	11,000
<i>Total Periodicals</i>	<u>22,183</u>	<u>24,000</u>	<u>16,590</u>	<u>11,000</u>
Movies	71,764	121,125	59,582	80,000
Read Along Audiobooks	18,642	37,821	29,971	42,500
Pre-loaded Learning Tablets	15,473	22,356	14,789	30,000
Audiobooks	15,933	19,729	7,603	10,000
Other Audio-Visual Materials	2,150	3,654	1,786	6,000
<i>Total Audio-Visual Materials</i>	<u>123,962</u>	<u>204,685</u>	<u>113,730</u>	<u>168,500</u>
Online Subscriptions	125,298	124,021	109,632	127,000
<i>Total Online Subscriptions</i>	<u>125,298</u>	<u>124,021</u>	<u>109,632</u>	<u>127,000</u>
Search Ohio Delivery	12,204	11,754	11,079	13,000
<i>Total Inter-Library Delivery</i>	<u>12,204</u>	<u>11,754</u>	<u>11,079</u>	<u>13,000</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - DETAILED

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
eBooks	412,669	408,817	366,764	442,001
Digital Music Services	39,735	42,000	41,835	42,000
Digital Video Services	83,807	167,193	138,741	205,000
Rokus	-	23,000	20,288	18,650
<i>Total Electronic Materials</i>	<u>536,211</u>	<u>641,010</u>	<u>567,628</u>	<u>707,651</u>
Culture Pass	-	-	-	13,000
Mobile Hotspots	-	-	-	15,000
Special Learning Kits	10,283	46,568	19,409	25,000
Board Game Collection - Adult	2,147	11,505	6,847	14,000
<i>Total Other Library Materials</i>	<u>12,430</u>	<u>58,073</u>	<u>26,256</u>	<u>67,000</u>
Library Materials	<u>1,320,616</u>	<u>1,773,005</u>	<u>1,381,304</u>	<u>1,590,251</u>
Land Improvements	1,227	25,000	2,083	60,000
<i>Total Land Improvements</i>	<u>1,227</u>	<u>25,000</u>	<u>2,083</u>	<u>60,000</u>
Building Improvements	-	83,500	73,654	-
<i>Total Building Improvements</i>	<u>-</u>	<u>83,500</u>	<u>73,654</u>	<u>-</u>
Computer Hardware	96,562	145,012	51,929	233,150
Computer Software	6,694	71,600	21,499	18,250
Office Furniture	6,308	16,800	3,855	1,300
Library Furniture & Equipment	20,445	66,209	23,530	10,000
<i>Total Furniture & Equipment</i>	<u>130,009</u>	<u>299,621</u>	<u>100,813</u>	<u>262,700</u>
Library Vehicle	74,824	133	133	-
<i>Total Library Vehicle</i>	<u>74,824</u>	<u>133</u>	<u>133</u>	<u>-</u>
Capital Outlay	<u>206,060</u>	<u>408,254</u>	<u>176,683</u>	<u>322,700</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
GENERAL FUND BUDGET - DETAILED

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Estimate</u>
Trustees Dues	2,175	200	175	200
Organizational Dues	11,802	13,246	13,246	13,250
<i>Total Library Memberships & Dues</i>	<u>13,977</u>	<u>13,446</u>	<u>13,421</u>	<u>13,450</u>
Property Taxes	-	9,233	9,233	-
State Sales Tax	1,823	2,840	2,366	3,000
<i>Total Taxes & Assessments</i>	<u>1,823</u>	<u>12,073</u>	<u>11,599</u>	<u>3,000</u>
Patron Refunds	1,722	3,435	1,432	1,750
<i>Total Refunds & Reimbursements</i>	<u>1,722</u>	<u>3,435</u>	<u>1,432</u>	<u>1,750</u>
Other Expenses	<u>17,522</u>	<u>28,954</u>	<u>26,452</u>	<u>18,200</u>
Contingency	-	90,767	-	200,000
Contingency	<u>-</u>	<u>90,767</u>	<u>-</u>	<u>200,000</u>
Transfers	1,010,000	2,000,000	2,000,000	1,750,000
Transfers	<u>1,010,000</u>	<u>2,000,000</u>	<u>2,000,000</u>	<u>1,750,000</u>
Total Expenditures	<u>8,127,932</u>	<u>11,297,538</u>	<u>9,654,127</u>	<u>10,545,997</u>
Excess of Receipts over Expenditures	1,031,444	(2,835,547)	(403,119)	(1,391,926)
Ending Fund Balance	<u>\$ 9,204,658</u>	<u>\$ 6,369,112</u>	<u>\$ 8,801,539</u>	<u>\$ 7,409,614</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BUILDING FUND BUDGET - DETAIL

Account Description	2023 Actual	2024 Budget	2024 Projection	2025 Appropriation
Beginning Fund Balance	\$ 2,866,729	3,149,939	3,149,939	4,698,683
Transfers In	1,000,000	2,000,000	2,000,000	1,750,000
Total Receipts	1,000,000	2,000,000	2,000,000	1,750,000
Legal Advertisements	4,019	5,000	276	1,200
Total Communication & Printing	4,019	5,000	276	1,200
Insurance	-	-	-	5,000
Total Insurance	-	-	-	5,000
Architect/Engineering Services	42,253	378,897	185,239	300,000
Legal Services - Construction	15,213	21,788	4,358	7,000
Total Professional Services	57,466	400,684	189,596	307,000
Temporary Contract Services	-	-	-	130,000
Total Other Contract Services	-	-	-	130,000
Contract Services	61,485	405,684	189,873	443,200
Buildings	434,095	-	-	-
	434,095	-	-	-
Building Improvement - CV	221,211	3,734,589	179,800	4,200,000
Building Improvement - WB	-	81,584	81,584	-
Total Building Improvements	221,211	3,816,173	261,384	4,200,000

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BUILDING FUND BUDGET - DETAIL

Account Description	2023 Actual	2024 Budget	2024 Projection	2025 Appropriation
Computer Hardware	-	-	-	-
Library Equipment	-	100,000	-	1,250,000
Office Equipment	-	400,000	-	60,000
<i>Total Furniture and Equipment</i>	-	500,000	-	1,310,000
Capital Outlay	655,305	4,316,173	261,384	5,510,000
Total Expenditures	716,790	4,721,858	451,256	5,953,200
Excess of Receipts over Expenditures	283,210	(2,721,858)	1,548,744	(4,203,200)
Ending Fund Balance	\$ 3,149,939	\$ 428,081	\$ 4,698,683	\$ 495,483

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
PERMANENT IMPROVEMENT - ILS FUND BUDGET - DETAIL

Account Description	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Appropriation</u>
Beginning Fund Balance	\$ 606,121	\$ 568,950	\$ 568,950	\$ 568,950
Transfers In	-	-	-	-
Total Receipts	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Computer Software	37,171	5,000	-	7,500
Total Furniture and Equipment	<u>37,171</u>	<u>5,000</u>	<u>-</u>	<u>7,500</u>
Capital Outlay	<u>37,171</u>	<u>5,000</u>	<u>-</u>	<u>7,500</u>
Total Expenditures	<u>37,171</u>	<u>5,000</u>	<u>-</u>	<u>7,500</u>
Excess of Receipts over Expenditures	(37,171)	(5,000)	-	(7,500)
Ending Fund Balance	<u>\$ 568,950</u>	<u>\$ 563,950</u>	<u>\$ 568,950</u>	<u>\$ 561,450</u>

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
PERMANENT IMPROVEMENT - TECHNOLOGY FUND BUDGET - DETAIL

Account Description	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Projection</u>	<u>2025 Appropriation</u>
Beginning Fund Balance	\$ 741,099	\$ 741,099	\$ 741,099	\$ 726,336
Transfers In	-	-	-	-
Total Receipts	-	-	-	-
Site Preparation	-	4,000	-	35,000
Total Property Maintenance Services	-	4,000	-	35,000
Contract Services	-	4,000	-	35,000
Computer Hardware	-	32,900	14,763	238,500
Library Equipment	-	4,000	-	4,000
Total Furniture and Equipment	-	36,900	14,763	242,500
Capital Outlay	-	36,900	14,763	242,500
Total Expenditures	-	40,900	14,763	277,500
Excess of Receipts over Expenditures	-	(40,900)	(14,763)	(277,500)
Ending Fund Balance	\$ 741,099	\$ 700,199	\$ 726,336	\$ 448,836

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
LONG-TERM PROJECTIONS - GENERAL FUND

	Actual		Projected	Budgeted			Projected		
	2022	2023	2024	2025	2026	2027	2028	2029	2030
Public Library (1)	\$ 3,093,824	\$ 3,035,188	\$ 2,844,971	\$ 3,280,355	\$ 3,328,060	\$ 3,376,481	\$ 3,425,628	\$ 3,475,513	\$ 3,426,146
Property and Other Local Taxes (2)	4,802,585	4,858,704	4,957,325	4,941,119	4,900,000	4,900,000	4,900,000	4,900,000	4,900,000
Intergovernmental	619,803	619,858	608,552	600,000	605,000	605,000	605,000	605,000	605,000
Patron Fines & Fees	110,245	118,614	134,143	101,500	104,038	106,638	109,304	112,037	114,838
Contributions, Gifts and Donations	61,867	31,554	23,127	22,500	23,063	23,639	24,230	24,836	25,457
Earnings on Investments (3)	91,673	479,229	669,711	400,000	250,000	200,000	150,000	150,000	150,000
Miscellaneous	40,261	16,228	13,180	9,200	10,000	10,000	10,000	10,000	10,000
Total Receipts	8,820,258	9,159,376	9,251,008	9,354,674	9,220,160	9,221,759	9,224,163	9,277,386	9,231,440
Salaries & Benefits (4)	4,098,821	4,412,196	4,632,185	4,776,391	4,943,564	5,116,589	5,295,670	5,481,018	5,672,854
Supplies (5)	117,009	114,590	153,024	214,675	221,115	227,749	234,581	241,619	248,867
Contract Services (5)	1,149,511	1,046,948	1,284,479	1,673,780	1,723,993	1,775,713	1,828,985	1,883,854	1,940,370
Library Materials (5)	1,236,717	1,320,616	1,381,304	1,590,251	1,637,959	1,687,097	1,737,710	1,789,842	1,843,537
Other Expenditures (5)	14,741	17,522	26,452	18,200	18,746	19,308	19,888	20,484	21,099
Total Operating Expenses	6,616,798	6,911,872	7,477,444	8,273,297	8,545,377	8,826,456	9,116,833	9,416,816	9,726,726
Capital Outlay	208,534	206,060	176,683	322,700	332,381	342,352	352,623	363,202	374,098
Total Expenditures	6,825,333	7,117,932	7,654,127	8,595,997	8,877,758	9,168,809	9,469,456	9,780,018	10,100,824
Transfers	(3,000,127)	(1,010,000)	(2,000,000)	(1,750,000)					
Sale of Capital Asset	-			50,000					
Contingency				200,000					
Total Other Financing Sources	(3,000,127)	(1,010,000)	(2,000,000)	(1,500,000)	-	-	-	-	-
Change in Fund Balance	(1,005,202)	1,031,444	(403,119)	(741,323)	342,402	52,950	(245,293)	(502,632)	(869,384)
General Fund Balance - January 1	9,178,415	8,173,213	9,204,657	8,801,538	8,060,215	8,402,617	8,455,567	8,210,274	7,707,641
General Fund Balance - December 31	\$ 8,173,213	\$ 9,204,657	\$ 8,801,538	\$ 8,060,215	\$ 8,402,617	\$ 8,455,567	\$ 8,210,274	\$ 7,707,641	\$ 6,838,257
Reserve Fund Balance - January 1	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186
Usage of Reserve Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve Fund Balance - December 1	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186	\$ 3,750,186
Combined Balance	\$ 11,923,399	\$ 12,954,843	\$ 12,551,724	\$ 11,810,401	\$ 12,152,803	\$ 12,205,753	\$ 11,960,460	\$ 11,457,827	\$ 10,588,444

Assumptions:

- (1) - Public Library Fund has 1.5% growth. 2025-2029 includes the extra \$100,000 refund for the PLF formula error - this is not included in the growth
- (2) - Property tax amount is consistent and is based on nearly 99% collection rate - County estimates amount based on 95% collection rate
- (3) - Assumes that interest rates will decrease, and that there will be less in investments due to the construction project
- (4) - Salaries and benefits uses 3.5% annual growth
- (5) - Other expenditures use 3% annual growth - 25 year average inflation is 2.56%

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
LONG-TERM PROJECTIONS - BUILDING FUND

	Actual		Projected	Budgeted	2026	2027	Projected	2029	2030
	2022	2023	2024	2025			2028		
Interfund Transfer	\$ 2,000,000	\$ 1,000,000	\$ 2,000,000	\$ 1,750,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Receipts	2,000,000	1,000,000	2,000,000	1,750,000	-	-	-	-	-
Contract Services	-	61,485	189,873	443,200	50,000	-	-	-	-
Capital Outlay	-	655,305	261,384	5,510,000	150,000	-	-	-	-
Total Expenditures	-	716,790	451,256	5,953,200	200,000	-	-	-	-
Change in Fund Balance	2,000,000	283,210	1,548,744	(4,203,200)	(200,000)	-	-	-	-
Building Fund Balance - January 1	866,729	2,866,729	3,149,939	4,698,683	495,483	295,483	295,483	295,483	295,483
Building Fund Balance - December 31	\$ 2,866,729	\$ 3,149,939	\$ 4,698,683	\$ 495,483	\$ 295,483	\$ 295,483	\$ 295,483	\$ 295,483	\$ 295,483

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
LONG-TERM PROJECTIONS - PERMANENT IMPROVEMENT - ILS FUND

	Actual		Projected	Budgeted	2026	2027	Projected	2029	2030
	2022	2023	2024	2025			2028		
Interfund Transfer	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Receipts	500,000	-	-	-	-	-	-	-	-
Contract Services	-	-	-	-	-	-	-	-	-
Capital Outlay	1,400	37,171	-	7,500	-	-	-	-	-
Total Expenditures	1,400	37,171	-	7,500	-	-	-	-	-
Change in Fund Balance	498,600	(37,171)	-	(7,500)	-	-	-	-	-
Building Fund Balance - January 1	107,521	606,121	568,950	568,950	561,450	561,450	561,450	561,450	561,450
Building Fund Balance - December 31	\$ 606,121	\$ 568,950	\$ 568,950	\$ 561,450	\$ 561,450	\$ 561,450	\$ 561,450	\$ 561,450	\$ 561,450

2025 BUDGET
WASHINGTON-CENTERVILLE PUBLIC LIBRARY
LONG-TERM PROJECTIONS - PERMANENT IMPROVEMENT - TECHNOLOGY FUND

	Actual		Projected	Budgeted	2026	2027	Projected	2029	2030
	2022	2023	2024	2025			2028		
Interfund Transfer	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Receipts	500,000	-	-	-	-	-	-	-	-
Contract Services	-	-	-	35,000	-	-	-	-	-
Capital Outlay	-	-	14,763	242,500	-	-	-	-	-
Total Expenditures	-	-	14,763	277,500	-	-	-	-	-
Change in Fund Balance	500,000	-	(14,763)	(277,500)	-	-	-	-	-
Building Fund Balance - January 1	241,099	741,099	741,099	726,336	448,836	448,836	448,836	448,836	448,836
Building Fund Balance - December 31	\$ 741,099	\$ 741,099	\$ 726,336	\$ 448,836	\$ 448,836	\$ 448,836	\$ 448,836	\$ 448,836	\$ 448,836