

# **ATTACHMENTS FOR AUGUST 19, 2025 BOARD OF TRUSTEES MEETING**

Washington-Centerville Public Library

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## **Director Activities**

**July 18 – August 14, 2025**

### **Library Operations**

- Centerville Library renovation
  - Discussed furniture and casework options
- Began work on policy updates for October meeting
- Coordinated program opportunity with Age Well Dayton
- Helped with Donuts with the Director, a summer reading club prize for kids
- Attended Program Coordinator's meeting to talk about Woodbourne Library Arts Endowment
- Held Strategic Planning Team meeting with new team members
- Met with energy brokers
- Evaluated consultant options for HR Manager recruitment, and selected a firm and began process

### **Communication**

- Communicated with donor about book she requested be purchased nearly a year ago
- Responded to inquiry about collection and display policy in regard to DeWine's comments on vetoing library materials provision in the budget

### **Community / Professional Involvement**

- Friends
  - Attended monthly Board meeting
  - Attended trivia
  - Ordered supplies for shed
  - Secured Benham's Grove for Tasting with Friends in February
- Attended OLC's budget update webinar
- Discussed Library Foundation opportunity with current Friends member
- Lunch with former Director, and located old statistics for her book

Vacation – July 25, 27, and 29

# **Board Minutes and Attachments**

**WASHINGTON-CENTERVILLE PUBLIC LIBRARY**  
**BOARD MEETING MINUTES**

July 22, 2025

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**CALL TO ORDER**

The regular Board of Trustees meeting for July 2025 was held at the Woodbourne Library. Board President Carol Herrick called the meeting to order at 7:01 p.m.

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

**HEARING OF THE PUBLIC**

Mr. Monteith stated that there were four requests to address the Board of Trustees this month. Each of the requests was regarding staffing of Creativity Commons. Mr. Monteith stated that each of these individuals is asked to limit their comments to three minutes. Additionally, the Board may elect to take no official action, to study the facts and act at a later time, or refer the issue to library management. The individuals wishing to address the board are:

- Barb Magnus, Washington Township
- Carol Judge, Oakwood
- Matthew Balogh, Washington Township
- Laura Fitzpatrick, WCPLSA

**APPROVAL OF MINUTES**

Mrs. Denison moved for the approval of the June 22, 2025 Meeting Minutes. Mr. Falkner seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0 (Denison, Herrick, Nunna)

**DIRECTOR'S REPORT**

Mrs. Fultz presented her monthly report for July 2025:

- **FACILITIES**
  - Centerville Library
    - Front entrance fenced off
  - Woodbourne Library
    - Exterior panel replacement recommendation

- Legacy Administration Building
  - Working on the recognition of the Trustees who served 25 years or more
  - Unfortunately, not able to connect with their relatives for a celebration
- Creativity Commons
  - Adjustments made to appointments and notices on Picktime
    - Updated language on welcome page indicating among other things requesting limiting the number of guests
    - No same day appointments.
    - Equipment appointments end 15 minutes before closing.
    - Stagger first appointments on 4 most popular machines.
    - Added additional fields in Picktime for 3D printing arrival time and for patrons to tell us more details about their projects or needs.
  - Actively recruiting for two 30-hour week positions
- **COLLECTIONS/SERVICES/PROGRAMS**
  - Press Reader database – first year statistics
    - 3,823 users
    - 248,017 articles
    - Publications available from all over the world
  - “What Can My Library Card Do?” program getting publicity
    - July 23<sup>rd</sup> at 3:00
- **OTHER**
  - Budget Commission Meeting presentation – August 28
    - Joint presentation by all four libraries
    - Dayton Metro and Germantown reduced their open hours
    - Dayton Metro also provided a retirement incentive
  - First collaboration discussion, investigating collective purchasing of:
    - Databases
    - Open-source catalog
    - Contracted services
  - House budget bill veto overrides
    - Provision pertaining to replacement levies was overrode
    - Still needs to pass in the Senate
  - Efficiency report
  - Friends

- Tasting with Friends postponed to Q1 2026
- Little Free Library at Schoolhouse Park rebuilt
- HR Manager retirement
  - Looking for consultant to help with the search

### **FISCAL OFFICER'S REPORT**

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

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

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

The motion is approved.

- b. Payment of July 2025 Expenditures

Mr. Monteith presented the check register for the period of June 25, 2025 through July 22, 2025.

Mrs. Cline moved to approve the payment of expenditures, and Mrs. Suttman seconded the motion.

The roll call vote was as follows:

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

The motion is approved.

### **NEW/OLD BUSINESS**

There was no new or old business for July.

## **OTHER**

There was no other business to be discussed.

## **ADJOURNMENT**

Mrs. Suttman moved to adjourn the meeting at 7:45 p.m. Mr. Falkner seconded the motion.

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

The motion to adjourn is approved.

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**President**

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**Fiscal Officer**

# Washington-Centerville Public Library

## Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
2503	6/30/2025	Kindred Spirits Investment Management, LLC	EFT	\$812.55
46572	6/20/2025	AES Ohio	Check	\$ 1,840.10
46573	6/20/2025	Amazon Capital Services, Inc.	Check	3,368.76
46574	6/20/2025	CENTERVILLE CITY SCHOOLS	Check	39,503.00
46575	6/20/2025	CHARTER COMMUNICATIONS	Check	548.61
46576	6/20/2025	DELTA DENTAL	Check	1,848.14
46577	6/20/2025	Group Sales Cincinnati Museum Center	Check	255.00
46578	6/20/2025	Group Sales Cincinnati Museum Center	Check	390.00
46579	6/20/2025	KROGER CO.	Check	275.79
46580	6/20/2025	LEVEL 3 COMMUNICATIONS LLC	Check	411.96
46581	6/20/2025	Lifestyle Publications, LLC	Check	2,823.75
46582	6/20/2025	MIAMI VALLEY NEWSPAPERS	Check	39.00
46583	6/20/2025	OHIO LIBRARY COUNCIL	Check	150.00
46584	6/20/2025	SAM'S CLUB	Check	154.44
46585	6/20/2025	Trigon Imaging Solutions	Check	221.25
46586	6/27/2025	AES Ohio	Check	\$21.47
46587	6/27/2025	AES Ohio	Check	\$1,265.20
46588	6/27/2025	Amazon Capital Services, Inc.	Check	\$3,121.14
46589	6/27/2025	AT&T	Check	\$469.56
46590	6/27/2025	BONHAM ELECTRIC	Check	\$1,222.00
46591	6/27/2025	CAPTAIN SQUEEGEE	Check	\$1,500.00
46592	6/27/2025	Charles E. Harris & Associates, Inc.	Check	\$9,840.00
46593	6/27/2025	CHARTER COMMUNICATIONS	Check	\$274.98
46594	6/27/2025	CINTAS CORPORATION	Check	\$29.87
46595	6/27/2025	CREATIVE IMPRESSIONS, INC.	Check	\$12,056.03
46596	6/27/2025	DIGITAL FRINGE	Check	\$126.09
46597	6/27/2025	DONNELLON MCCARTHY	Check	\$554.41
46598	6/27/2025	DSS SWEEPING SERVICE	Check	\$82.00
46599	6/27/2025	HOME DEPOT CREDIT SERVICES	Check	\$137.40
46600	6/27/2025	IGS Energy	Check	\$6,377.26
46601	6/27/2025	KROGER CO.	Check	\$267.44
46602	6/27/2025	ODP BUSINESS SOLUTIONS LLC	Check	\$459.46
46603	6/27/2025	Ohio Wildlife Center	Check	\$515.00
46604	6/27/2025	One America	Check	\$257.28
46605	6/27/2025	TECH LOGIC	Check	\$228.48
46606	6/27/2025	THE NEW YORK TIMES	Check	\$2,315.04
46607	6/27/2025	UNIQUE CELEBRATIONS LLC	Check	\$51.73
46608	6/27/2025	WASHINGTON TOWNSHIP TRUSTEES	Check	\$75.00
46609	7/3/2025	Amazon Capital Services, Inc.	Check	\$4,763.88
46610	7/3/2025	CenterPoint Energy	Check	\$797.18
46611	7/3/2025	CenterPoint Energy	Check	\$67.76
46612	7/3/2025	CenterPoint Energy	Check	\$495.98
46613	7/3/2025	CINTAS CORPORATION	Check	\$83.34
46614	7/3/2025	DELL MARKETING L.P.	Check	\$49.06



# Washington-Centerville Public Library

## Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
46615	7/3/2025	DIGITAL FRINGE	Check	\$20.01
46616	7/3/2025	DSS SWEEPING SERVICE	Check	\$80.00
46617	7/3/2025	FP MAILING SOLUTIONS	Check	\$203.85
46618	7/3/2025	MARTIN J. GRUNDER JR., INC	Check	\$3,271.21
46619	7/3/2025	RIECK MECHANICAL	Check	\$947.98
46620	7/3/2025	RUMPKE OF OHIO, INC.	Check	\$896.44
46621	7/3/2025	TRANSFORMATIONS PLUS	Check	\$1,534.50
46622	7/3/2025	Trigon Imaging Solutions	Check	\$471.17
46623	7/14/2025	CenterPoint Energy	Check	\$639.00
46624	7/14/2025	CHARTER COMMUNICATIONS	Check	\$1,075.61
46625	7/14/2025	CINTAS CORPORATION	Check	\$520.27
46626	7/14/2025	CREATIVE IMPRESSIONS, INC.	Check	\$313.44
46627	7/14/2025	DIGITAL FRINGE	Check	\$101.42
46628	7/14/2025	GLEASON PROPERTY SERVICES, LLC	Check	\$11,540.00
46629	7/14/2025	JMD ARCHITECTURAL PRODUCTS	Check	\$960.00
46630	7/14/2025	RUMPKE OF OHIO, INC.	Check	\$218.33
46631	7/14/2025	SAM'S CLUB	Check	\$43.68
46632	7/14/2025	SILCO FIRE PROTECTION COMPANY	Check	\$969.49
46633	7/14/2025	T-Mobile	Check	\$957.76
46634	7/17/2025	AES Ohio	Check	\$2,234.40
46635	7/17/2025	CHARTER COMMUNICATIONS	Check	\$125.00
46636	7/17/2025	CINTAS CORPORATION	Check	\$83.34
46637	7/17/2025	LEVEL 3 COMMUNICATIONS LLC	Check	\$410.01
46638	7/17/2025	U.S. BANK	Check	\$3,328.43
46638	7/17/2025	U.S. BANK	Check	\$1,763.00
46639	7/22/2025	ANDREW HUMPHREY	Check	\$15.97
46640	7/22/2025	BAKER & TAYLOR, INC	Check	\$240.42
46641	7/22/2025	BRODART CO.	Check	\$37,287.97
46642	7/22/2025	CHARD SNYDER & ASSOCIATES	Check	\$125.00
46643	7/22/2025	DONNELLON MCCARTHY	Check	\$1,158.85
46644	7/22/2025	EMILY HALLEY	Check	\$24.99
46645	7/22/2025	FP MAILING SOLUTIONS	Check	\$221.85
46646	7/22/2025	GARBER CONNECT	Check	\$24,800.00
46647	7/22/2025	KANOPY, INC.	Check	\$1,877.00
46648	7/22/2025	KRONOS SAASHR, INC	Check	\$1,320.55
46649	7/22/2025	LEWIS & MICHAEL, INC.	Check	\$8,701.50
46650	7/22/2025	LIBRARY DESIGN ASSOCIATES, INC	Check	\$14,020.00
46651	7/22/2025	LWC INC.	Check	\$41,874.45
46652	7/22/2025	Mango Languages	Check	\$3,698.40
46653	7/22/2025	MARJORIE A. BOWLING-NEWMAN	Check	\$10.99
46654	7/22/2025	Mark Spaulding Construction Company	Check	\$313,269.02
46655	7/22/2025	MEISHAWN ANITA RYAN	Check	\$53.97
46656	7/22/2025	MIDWEST TAPE	Check	\$23,206.59
46657	7/22/2025	OVERDRIVE, INC.	Check	\$8,070.29

# Washington-Centerville Public Library Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
46658	7/22/2025	PLAYAWAY PRODUCTS, LLC	Check	\$4,539.89
46659	7/22/2025	SOUTH COMMUNITY	Check	\$202.50
46660	7/22/2025	SPICEWORKS, INC	Check	\$420.00
46661	7/22/2025	UNIQUE MANAGEMENT SERVICES INC	Check	\$420.50
46662	7/22/2025	WYSO	Check	\$210.00
2025000181	6/24/2025	OPERS	EFT	56,067.03
2025000182	6/24/2025	OPERS	EFT	0.08
2025000183	6/30/2025	U.S. BANK	EFT	\$575.80
2025000184	6/30/2025	PAYPAL, INC	EFT	\$39.90
2025000185	6/30/2025	Merchant eSolutions	EFT	\$112.57
2025000186	6/30/2025	Nayax	EFT	\$171.74
2025000187	7/1/2025	HealthEquity	EFT	\$7,158.47
2025000188	7/3/2025	INTERNAL REVENUE SERVICE	EFT	\$1,742.19
2025000189	7/22/2025	COLEEN PITZER	EFT	\$11.90
2025000190	7/22/2025	GARY BERRY	EFT	\$98.56
2025000191	7/22/2025	Caitlin Spratt	EFT	\$6.72
2025000192	7/22/2025	CHRIS J. EDDINGTON	EFT	\$11.06
2025000193	7/22/2025	ALYSSA FRAZIER	EFT	\$11.20
2025000194	7/22/2025	GRAHAM DOSTAL	EFT	\$21.49
2025000195	7/22/2025	JENNY CATRI	EFT	\$21.75
2025000196	7/22/2025	A.J. SCHWAB	EFT	\$31.01
2025000197	7/22/2025	DARRILYNN BREWSTER	EFT	\$38.64
2025000198	7/22/2025	Gregg McCullough	EFT	\$16.52
2025000199	7/22/2025	DAVE KENT	EFT	\$30.52
2025000200	7/22/2025	Allie Woods	EFT	\$24.50
2025000201	7/22/2025	LAUREN RURA	EFT	\$154.70
2025000202	7/22/2025	KATHY O'NEILL	EFT	\$5.04
2025000203	7/22/2025	TAMMY SIMPSON	EFT	\$9.52
2025000204	7/22/2025	Katherine Watson	EFT	\$35.70
2025000205	7/22/2025	JAMIE GARCIA	EFT	\$13.86
2025000206	7/22/2025	MICHELLE FANG	EFT	\$14.56
2025000207	7/22/2025	Laura Fitzpatrick	EFT	\$7.98
2025000208	7/22/2025	RUTH ANNE ATTALLA	EFT	\$42.56
2025000209	7/22/2025	Rachel Knight	EFT	\$8.96
2025000210	7/22/2025	WILLIAM MENKER	EFT	\$20.37
2025000211	7/22/2025	SHELLY PERESIE	EFT	\$8.96
2025000212	7/22/2025	Jessica Galloway	EFT	\$15.54
	7/3/2025	Payroll #14	ACH	132,946.96
	7/18/2025	Payroll #15	ACH	131,781.70
				<u>\$949,883.49</u>

# **Fiscal Officer's Report**

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

Fund	Monthly Beginning Balance	Revenue	Expenditures	Ending Balance
General Fund	\$ 9,053,143.33	\$ 2,084,488.62	\$ 487,359.96	\$ 10,650,271.99
Unclaimed Funds	2,028.16	\$ -	\$ -	2,028.16
Special Operating Fund	3,750,186.25	\$ -	\$ -	3,750,186.25
Building Fund	5,056,736.90	\$ -	\$ 379,627.97	4,677,108.93
Perm. Imp. Fund-ILs	568,950.30	\$ -	\$ -	568,950.30
Perm. Imp. Fund-Reference/Info	726,336.34	\$ -	\$ 24,800.00	701,536.34
Dorothy R. Yeck Good Life End	88.70	\$ -	\$ -	88.70
Payroll Clearing Fund	15,156.27	\$ 90,118.30	\$ 90,630.84	14,643.73
	<b>\$ 19,172,626.25</b>	<b>\$ 2,174,606.92</b>	<b>\$ 982,418.77</b>	<b>\$ 20,364,814.40</b>

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

Fund	Beginning Balance	Revenue	Expenditures	Ending Balance
General Fund	\$ 8,917,565.34	\$ 7,269,577.57	\$ 5,536,870.92	\$ 10,650,271.99
Unclaimed Funds	794.93	1,233.23	-	2,028.16
Special Operating Fund	3,750,186.25	-	-	3,750,186.25
Building Fund	4,723,157.63	1,000,000.00	1,046,048.70	4,677,108.93
Perm. Imp. Fund-ILs	568,950.30	-	-	568,950.30
Perm. Imp. Fund-Reference/Info	726,336.34	-	24,800.00	701,536.34
Dorothy R. Yeck Good Life End	184.69	-	95.99	88.70
Payroll Clearing Fund	15,302.23	670,293.32	670,951.82	14,643.73
	<b>\$ 18,702,477.71</b>	<b>\$ 8,941,104.12</b>	<b>\$ 7,278,767.43</b>	<b>\$ 20,364,814.40</b>

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

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Bank Balances:

US Bank	\$ 1,865,798.61
Dayton Foundation	5,470.00
Paypal	200.00
Total Cash Accounts	<u>1,871,468.61</u>

RedTree Investments:

Securities	8,683,302.45
Money Market	7,902.03
StarOhio	9,914,659.02
Total Investment Accounts	<u>18,605,863.50</u>

Total Bank Balances	20,477,332.11
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Deposits-in-Transit	\$833.17
Unposted Payments	\$0.00
Outstanding Checks	(\$113,350.88)

Adjusted Bank Balances	<u>20,364,814.40</u>
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Book Balance (from Cash Position)	20,364,814.40
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Difference	<u><u>\$ -</u></u>
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*See detail in separate attachment*

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

<b>101 - General Fund</b>	Budget	Month Revenue	YTD Revenue	Percent	
PUBLIC LIBRARY FUND	\$ 3,280,355.00	\$ 262,435.38	\$ 1,956,404.73	59.64%	1
GENERAL PROPERTY TAXES	4,690,516.00	1,766,840.50	4,512,110.90	96.20%	2
PROPERTY TAX ROLLBACK	600,000.00	-	307,680.92	51.28%	
GRANTS - FEDERAL, STATE & LOCAL	-	-	-	0.00%	
PATRON FINES & FEES	22,500.00	2,067.92	15,109.70	67.15%	
COPIER INCOME	21,000.00	2,708.30	21,159.99	100.76%	
PROGRAM FEES	-	-	-	0.00%	
PASSPORT EXECUTION FEES	25,000.00	1,777.80	15,982.99	63.93%	
PASSPORT PHOTOS	5,500.00	490.00	3,825.00	69.55%	
PATRON SUPPLIES	27,500.00	2,780.47	18,022.66	65.54%	
INTEREST INCOME	400,000.00	44,416.48	395,143.21	98.79%	3
DONATIONS	22,500.00	7.73	15,614.77	69.40%	
REFUNDS & REIMBURSEMENTS	9,000.00	798.04	7,459.85	82.89%	
MISCELLANEOUS-OTHER	50,200.00	166.00	1,062.85	2.12%	
TRANSFER IN	-	-	-	0.00%	
<b>TOTAL RECEIPTS-GENERAL FUND</b>	<b>\$ 9,154,071.00</b>	<b>\$ 2,084,488.62</b>	<b>\$ 7,269,577.57</b>	<b>79.41%</b>	

<b>102 - Unclaimed Funds</b>	Budget	Month Revenue	YTD Revenue	Percent
REFUNDS	\$ -	\$ -	\$ 1,233.23	0.00%
TRANSFER TO UNCLAIMED	-	-	-	0.00%
<b>TOTAL RECEIPTS-UNCLAIMED FUNDS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,233.23</b>	<b>0.00%</b>

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

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

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

<b>450 - Perm. Improvement - ILS Fund</b>	Budget	Month Revenue	YTD Revenue	Percent
TRANSFERS TO PI - ILS	\$ -	\$ -	\$ -	0.00%
TOTAL RECEIPTS-PERM. IMP. FUND	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>

<b>451 - Perm. Improvement - Technology Fund</b>	Budget	Month Revenue	YTD Revenue	Percent
TRANSFERS TO PI - TECHNOLOGY	\$ -	\$ -	\$ -	0.00%
TOTAL PERM. IMP. FUND-TECHNOLOGY	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>

<b>898 - Yeck GLA Fund</b>	Budget	Month Revenue	YTD Revenue	Percent
YECK DONATIONS-RESTRICTED	\$ 5,525.00	\$ -	\$ -	0.00%
TOTAL YECK GOOD LIFE ENDOWMENT	<b>\$ 5,525.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>

<b>999 - Payroll Clearing Fund</b>	Budget	Month Revenue	YTD Revenue	Percent
CLEARING REVENUE	\$ -	\$ 90,118.30	\$ 670,293.32	0.00%
TOTAL PAYROLL CLEARING FUND	<b>\$ -</b>	<b>\$ 90,118.30</b>	<b>\$ 670,293.32</b>	<b>0.00%</b>

<b>GRAND TOTAL RECEIPTS</b>	<b>\$ 10,909,596.00</b>	<b>\$ 2,174,606.92</b>	<b>\$ 8,941,104.12</b>	<b>81.96%</b>
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*See Notes to the Financial Report*

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

<b>101 - General Fund</b>	<b>Monthly Estimated Revenue</b>	<b>Monthly Revenue</b>	<b>Favorable/ (Unfavorable)</b>	<b>YTD Estimated Revenue</b>	<b>YTD Revenue</b>	<b>Favorable/ (Unfavorable)</b>	
Public Library Fund	\$ 295,272.14	\$ 262,435.38	\$ (32,836.76)	\$ 1,874,556.43	\$ 1,956,404.73	\$ 81,848.30	<b>1</b>
General Property Taxes	1,782,396.08	1,766,840.50	(15,555.58)	4,432,537.62	4,512,110.90	79,573.28	<b>2</b>
Property Tax Rollback	-	-	-	300,000.00	307,680.92	7,680.92	
Federal Grants	-	-	-	-	-	-	
Local Grants	-	-	-	-	-	-	
Patron Fines & Fees	1,875.00	2,067.92	192.92	13,125.00	15,109.70	1,984.70	
Copier, Fax and Printing	1,750.00	2,708.30	958.30	12,250.00	21,159.99	8,909.99	
Program Fees	-	-	-	-	-	-	
Passport Execution Fees	2,083.33	1,777.80	(305.53)	14,583.33	15,982.99	1,399.66	
Passport Photos	458.33	490.00	31.67	3,208.33	3,825.00	616.67	
Patron Supplies	2,291.67	2,780.47	488.80	16,041.67	18,022.66	1,980.99	
Interest Income	22,871.06	44,416.48	21,545.42	253,159.33	395,143.21	141,983.88	<b>3</b>
Donations	571.97	7.73	(564.24)	19,640.15	15,614.77	(4,025.38)	
Refunds & Reimbursements	750.00	798.04	48.04	5,250.00	7,459.85	2,209.85	
Miscellaneous-Other	4,183.33	166.00	(4,017.33)	29,283.33	1,062.85	(28,220.48)	
Transfer In	-	-	-	-	-	-	
<b>TOTAL GENERAL FUND</b>	<b>\$ 2,114,502.92</b>	<b>\$ 2,084,488.62</b>	<b>\$ (30,014.30)</b>	<b>\$ 6,973,635.20</b>	<b>\$ 7,269,577.57</b>	<b>\$ 295,942.37</b>	

*See Notes to the Financial Report*



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

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
<b>PERSONAL SERVICES</b>						
Salaries						
Manager/Director	672,250.00	51,734.40	383,608.07	-	288,641.93	57.06%
Library Specialists	1,445,000.00	109,722.16	816,409.96	-	628,590.04	56.50%
Technical Assistants	147,000.00	11,332.80	84,161.03	-	62,838.97	57.25%
Customer Service Assistants	330,000.00	19,392.67	184,705.61	-	145,294.39	55.97%
Substitutes	44,000.00	2,960.83	21,429.66	-	22,570.34	48.70%
Fiscal Officer	109,000.00	8,435.40	63,070.61	-	45,929.39	57.86%
Administrative Support	516,350.00	37,515.12	277,804.87	-	238,545.13	53.80%
Facilities Manager	81,000.00	6,266.20	45,970.83	-	35,029.17	56.75%
Facilities Assistant/Driver	20,000.00	2,020.39	9,182.80	-	10,817.20	45.91%
Library Aides	147,450.00	8,930.75	66,547.27	-	80,902.73	45.13%
Shelving Assistants	97,000.00	6,417.94	53,141.58	-	43,858.42	54.79%
Salaries Total:	3,609,050.00	264,728.66	2,006,032.29	-	1,603,017.71	55.58%
Retirement						
Retirement	506,040.00	37,218.78	280,666.88	-	225,373.12	55.46%
Retirement Total:	506,040.00	37,218.78	280,666.88	-	225,373.12	55.46%
Insurance						
Health Insurance	483,781.00	41,877.08	282,286.78	177,463.22	24,031.00	95.03%
Health Savings Account	96,025.95	7,158.47	50,384.30	40,815.83	4,825.82	94.97%
Dental Insurance	23,415.00	1,927.68	13,324.63	8,860.37	1,230.00	94.75%
Medicare	54,214.50	3,472.19	26,579.94	-	27,634.56	49.03%
Life Insurance	3,365.00	246.43	1,781.08	1,403.92	180.00	94.65%
Worker's Compensation	7,500.00	-	-	-	7,500.00	0.00%
Insurance Total:	668,301.45	54,681.85	374,356.73	228,543.34	65,401.38	90.21%
Other Benefits						
Unemployment Benefits	-	-	-	-	-	-
Other Employee Benefits	-	-	-	-	-	-
Other Benefits Total:	-	-	-	-	-	-
<b>PERSONAL SERVICES Total:</b>	<b>4,783,391.45</b>	<b>356,629.29</b>	<b>2,661,055.90</b>	<b>228,543.34</b>	<b>1,893,792.21</b>	<b>60.41%</b>
<b>SUPPLIES</b>						
General/Administrative Supplies						
Office Supplies	28,143.06	700.61	12,245.34	7,541.39	8,356.33	70.31%
Program Supplies	67,040.95	3,876.76	20,792.81	24,502.24	21,745.90	67.56%
Cataloging/Processing Supplies	13,141.05	392.73	5,561.02	2,413.95	5,166.08	60.69%
Small Tools/Minor Equipment	1,237.92	-	538.92	699.00	-	100.00%
Janitorial Supplies	3,832.04	-	760.53	1,008.07	2,063.44	46.15%
General/Administrative Supplies Total:	113,395.02	4,970.10	39,898.62	36,164.65	37,331.75	67.08%
Property Maintenance Supplies						
Property Maintenance Supplies	45,763.38	1,803.63	8,576.70	9,881.86	27,304.82	40.33%
Property Maintenance Supplies Total:	45,763.38	1,803.63	8,576.70	9,881.86	27,304.82	40.33%
Vehicle Fuel & Supplies						
Vehicle Fuel	3,168.78	43.68	424.52	384.31	2,359.95	25.52%
Vehicle Supplies	500.00	-	142.73	-	357.27	28.55%
Vehicle Fuel & Supplies Total:	3,668.78	43.68	567.25	384.31	2,717.22	25.94%
Supplies Purchased for Resale						
Supplies Purchased for Resale	77,304.81	1,809.50	14,208.92	21,545.52	41,550.37	46.25%
Supplies Purchased for Resale Total:	77,304.81	1,809.50	14,208.92	21,545.52	41,550.37	46.25%
<b>SUPPLIES Total:</b>	<b>240,131.99</b>	<b>8,626.91</b>	<b>63,251.49</b>	<b>67,976.34</b>	<b>108,904.16</b>	<b>54.65%</b>

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

<b>Description</b>	<b>Budget</b>	<b>MTD Expense</b>	<b>YTD Expense</b>	<b>Encumbrance</b>	<b>Unencumbered Balance</b>	<b>Combined Expended</b>
<b>CONTRACT SERVICES</b>						
Travel & Meeting						
Mileage	11,050.00	651.62	3,598.79	5,391.21	2,060.00	81.36%
In-House Seminars	19,637.97	-	223.54	2,414.43	17,000.00	13.43%
Conference/Meetings	45,800.66	315.00	6,735.45	5,043.08	34,022.13	25.72%
Membership Dues	4,825.00	-	865.00	1,252.55	2,707.45	43.89%
Travel & Meeting Total:	81,313.63	966.62	11,422.78	14,101.27	55,789.58	31.39%
Communication & Printing						
Telephone Services	5,419.85	-	2,722.20	1,777.80	919.85	83.03%
Computer Data Line	49,899.91	1,885.60	8,917.73	24,629.89	16,352.29	67.23%
Postage	22,374.79	-	4,044.25	1,773.24	16,557.30	26.00%
Postage Meter Rental	3,323.35	425.70	1,933.65	1,277.10	112.60	96.61%
Security Alarm	9,569.34	-	2,088.00	5,232.00	2,249.34	76.49%
Legal Advertisements	2,500.00	-	46.08	-	2,453.92	1.84%
Marketing & Advertising	19,662.56	210.00	11,670.00	5,986.00	2,006.56	89.80%
Printing & Publications	54,117.02	358.86	17,019.64	4,643.66	32,453.72	40.03%
Communication & Printing Total:	166,866.82	2,880.16	48,441.55	45,319.69	73,105.58	56.19%
Property Maintenance Services						
Building/Site Repair	153,985.82	3,050.66	37,082.05	24,682.88	92,220.89	40.11%
Equipment & Furniture Repair	25,032.09	2,978.44	12,008.62	6,390.54	6,632.93	73.50%
Grounds & Snow Removal	154,000.00	3,662.77	39,520.21	57,004.79	57,475.00	62.68%
Janitorial Services	242,845.38	13,841.45	106,809.37	74,920.17	61,115.84	74.83%
Trash Services	21,283.75	1,114.77	8,193.03	6,185.74	6,904.98	67.56%
Property Maintenance Services Total:	597,147.04	24,648.09	203,613.28	169,184.12	224,349.64	62.43%
Insurance						
Property Insurance	31,733.75	6.75	22,037.50	8,643.50	1,052.75	96.68%
Insurance Total:	31,733.75	6.75	22,037.50	8,643.50	1,052.75	96.68%
Utilities						
Electricity	114,713.74	2,234.40	54,008.78	45,763.25	14,941.71	86.97%
Natural Gas	41,947.76	1,999.92	30,136.67	9,319.56	2,491.53	94.06%
Water/Sewer	13,280.81	-	3,770.53	6,311.26	3,199.02	75.91%
Utilities Total:	169,942.31	4,234.32	87,915.98	61,394.07	20,632.26	87.86%
Professional Services						
Speaker & Program Stipends	17,339.55	229.53	5,024.53	7,010.47	5,304.55	69.41%
Art & Other Exhibits	5,720.00	20.01	1,593.21	4,126.79	-	100.00%
Architect & Engineering Services	-	-	-	-	-	-
Accounting & Auditing Services	12,800.00	-	10,035.48	2,460.00	304.52	97.62%
Legal Services - General	4,780.00	-	150.00	350.00	4,280.00	10.46%
Legal Services - Employment	23,257.50	-	4,707.50	3,550.00	15,000.00	35.50%
Tax Collection Fees	80,000.00	-	41,075.39	38,924.61	-	100.00%
Banking Fees	20,661.36	1,643.53	8,690.99	6,427.28	5,543.09	73.17%
Benefits Administration	7,610.00	327.50	4,652.50	2,657.50	300.00	96.06%
Other Professional Services	9,390.00	-	46.80	1,453.20	7,890.00	15.97%
Professional Services Total:	181,558.41	2,220.57	75,976.40	66,959.85	38,622.16	78.73%
Software Maintenance						
Software Maintenance	253,949.80	420.00	162,630.02	12,600.52	78,719.26	69.00%
Software Maintenance Total:	253,949.80	420.00	162,630.02	12,600.52	78,719.26	69.00%
Other Contract Services						
Temporary Contract Services	46,703.15	420.50	4,029.31	2,033.40	40,640.44	12.98%
Online Services	239,414.81	2,029.50	106,855.02	66,300.76	66,259.03	72.32%
Collection Development Services	6,400.00	-	2,600.00	-	3,800.00	40.63%
Other Contract Services Total:	292,517.96	2,450.00	113,484.33	68,334.16	110,699.47	62.16%
<b>CONTRACT SERVICES Total:</b>	<b>1,775,029.72</b>	<b>37,826.51</b>	<b>725,521.84</b>	<b>446,537.18</b>	<b>602,970.70</b>	<b>66.03%</b>

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

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
<b>LIBRARY MATERIALS</b>						
New Books						
New Books	547,392.11	38,957.30	204,918.97	185,081.24	157,391.90	71.25%
Standing Orders/Continuations	18,206.81	240.42	4,123.51	8,619.86	5,463.44	69.99%
Book Rentals	70,617.75	427.70	62,688.13	2,500.00	5,429.62	92.31%
New Books Total:	636,216.67	39,625.42	271,730.61	196,201.10	168,284.96	73.55%
Periodicals						
Periodicals	11,000.00	-	283.00	170.00	10,547.00	4.12%
Periodicals Total:	11,000.00	-	283.00	170.00	10,547.00	4.12%
Audio-Visual Materials						
Movies	105,928.16	5,217.11	37,126.55	29,632.22	39,169.39	63.02%
Read Along Audiobooks	49,007.53	75.98	8,918.40	5,505.04	34,584.09	29.43%
Pre-Loaded Learning Tablets	32,185.40	4,463.91	9,221.15	6,000.00	16,964.25	47.29%
Audiobooks	15,386.42	1,052.66	3,735.87	4,788.36	6,862.19	55.40%
Other Audio-Visual Materials	6,527.62	22.42	2,050.64	2,511.16	1,965.82	69.88%
Audio-Visual Materials Total:	209,035.13	10,832.08	61,052.61	48,436.78	99,545.74	52.38%
Online Subscriptions						
Online Subscriptions	127,000.00	3,698.40	64,673.08	16,429.20	45,897.72	63.86%
Online Subscriptions Total:	127,000.00	3,698.40	64,673.08	16,429.20	45,897.72	63.86%
Inter-Library Delivery Service						
Search Ohio Delivery	13,000.00	-	12,204.45	-	795.55	93.88%
Inter-Library Delivery Service Total:	13,000.00	-	12,204.45	-	795.55	93.88%
Electronic Materials						
eBooks	472,703.95	9,947.29	350,157.37	103,826.89	18,719.69	96.04%
Digital Music Services	42,000.00	-	39,735.00	-	2,265.00	94.61%
Digital Video Services	218,781.48	16,936.82	115,107.24	88,674.24	15,000.00	93.14%
Rokus	18,958.88	423.27	13,192.09	469.45	5,297.34	72.06%
Electronic Materials Total:	752,444.31	27,307.38	518,191.70	192,970.58	41,282.03	94.51%
Other Library Materials						
Culture Pass	13,000.00	-	7,804.82	45.58	5,149.60	60.39%
Mobile Hotspots	15,000.00	957.76	5,798.62	6,201.38	3,000.00	80.00%
Special Learning Kits	28,747.37	123.42	4,855.73	9,339.24	14,552.40	49.38%
Board Game Collection	14,533.76	340.51	4,568.13	4,574.08	5,391.55	62.90%
Other Library Materials Total:	71,281.13	1,421.69	23,027.30	20,160.28	28,093.55	60.59%
<b>LIBRARY MATERIALS Total:</b>	<b>1,819,977.24</b>	<b>82,884.97</b>	<b>951,162.75</b>	<b>474,367.94</b>	<b>394,446.55</b>	<b>78.33%</b>
<b>CAPITAL OUTLAY</b>						
Land Improvements						
Land Improvements	60,000.00	-	-	41,250.00	18,750.00	68.75%
Land Improvements Total:	60,000.00	-	-	41,250.00	18,750.00	68.75%
Furniture & Equipment						
Furniture & Equipment	13,708.04	-	6,058.88	324.05	7,325.11	46.56%
Computer Hardware & Software	261,155.84	-	113,393.50	3,798.79	143,963.55	44.87%
Furniture & Equipment Total:	274,863.88	-	119,452.38	4,122.84	151,288.66	44.96%
<b>CAPITAL OUTLAY Total:</b>	<b>334,863.88</b>	<b>-</b>	<b>119,452.38</b>	<b>45,372.84</b>	<b>170,038.66</b>	<b>49.22%</b>

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

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
<b>OTHER EXPENDITURES</b>						
Library Membership & Dues						
Organizational Dues	200.00	-	-	-	200.00	0.00%
Trustee Dues	13,250.00	-	12,811.00	-	439.00	96.69%
Library Membership & Dues Total:	13,450.00	-	12,811.00	-	639.00	95.25%
Taxes & Assessments						
Real Estate Taxes	-	-	-	-	-	
State Sales Tax	3,000.00	1,286.36	2,704.79	295.21	-	100.00%
Taxes & Assessments Total:	3,000.00	1,286.36	2,704.79	295.21	-	100.00%
Refunds & Reimbursements						
Patron Refunds	1,750.00	105.92	910.77	507.23	332.00	81.03%
Refunds & Reimbursements Total:	1,750.00	105.92	910.77	507.23	332.00	81.03%
<b>OTHER EXPENDITURES Total:</b>	<b>18,200.00</b>	<b>1,392.28</b>	<b>16,426.56</b>	<b>802.44</b>	<b>971.00</b>	<b>94.66%</b>
<b>CONTINGENCY</b>						
Contingency						
Contingency	200,000.00	-	-	-	200,000.00	0.00%
Contingency Total:	200,000.00	-	-	-	200,000.00	0.00%
<b>CONTINGENCY Total:</b>	<b>200,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000.00</b>	<b>0.00%</b>
<b>TRANSFERS AND OTHER</b>						
Transfers Out						
Transfers Out	1,750,000.00	-	1,000,000.00	-	750,000.00	57.14%
Transfers Out Total:	1,750,000.00	-	1,000,000.00	-	750,000.00	57.14%
<b>TRANSFERS AND OTHER Total:</b>	<b>1,750,000.00</b>	<b>-</b>	<b>1,000,000.00</b>	<b>-</b>	<b>750,000.00</b>	<b>57.14%</b>
<b>General Fund Total:</b>	<b>10,921,594.28</b>	<b>487,359.96</b>	<b>5,536,870.92</b>	<b>1,263,600.08</b>	<b>4,121,123.28</b>	<b>62.27%</b>

*See Notes to the Financial Report*

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

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
Contract Services						
Communication & Printing						
Legal Advertisements	1,200.00	-	1,200.00	-	-	100.00%
Communication & Printing Total:	1,200.00	-	1,200.00	-	-	100.00%
Property Maintenance Services						
Site Preparation	35,000.00	24,800.00	24,800.00	10,200.00	-	100.00%
Property Maintenance Services Total:	35,000.00	24,800.00	24,800.00	10,200.00	-	100.00%
Liability Insurance						
Property Insurance	5,000.00	-	-	5,000.00	-	100.00%
Liability Insurance Total:	5,000.00	-	-	5,000.00	-	100.00%
Professional Services						
Architect & Engineering Services	517,800.00	41,874.45	148,087.45	69,712.55	300,000.00	42.06%
Legal Services	8,142.50	-	3,780.10	2,362.40	2,000.00	75.44%
Professional Services Total:	525,942.50	41,874.45	151,867.55	72,074.95	302,000.00	42.58%
Other Contract Services						
Temporary Contract Services	130,000.00	9,191.50	52,585.70	50,574.30	26,840.00	79.35%
Other Contract Services Total:	130,000.00	9,191.50	52,585.70	50,574.30	26,840.00	79.35%
<b>CONTRACT SERVICES Total:</b>	<b>697,142.50</b>	<b>75,865.95</b>	<b>230,453.25</b>	<b>137,849.25</b>	<b>328,840.00</b>	<b>52.83%</b>
Capital Outlay						
Land Improvements						
Land Improvements	-	-	-	-	-	
Land Improvements Total:	-	-	-	-	-	
Buildings						
Buildings	-	-	-	-	-	
Buildings Total:	-	-	-	-	-	
Building Improvements						
Building Improvements	4,887,760.00	313,269.02	825,102.45	4,062,007.55	650.00	99.99%
Building Improvements Total:	4,887,760.00	313,269.02	825,102.45	4,062,007.55	650.00	99.99%
Furniture & Equipment						
Furniture & Equipment	624,240.00	15,293.00	15,293.00	69,482.00	539,465.00	13.58%
Computer Hardware & Software	250,000.00	-	-	27,000.00	223,000.00	10.80%
Furniture & Equipment Total:	874,240.00	15,293.00	15,293.00	96,482.00	762,465.00	12.79%
<b>CAPITAL OUTLAY Total:</b>	<b>5,762,000.00</b>	<b>328,562.02</b>	<b>840,395.45</b>	<b>4,158,489.55</b>	<b>763,115.00</b>	<b>86.76%</b>
<b>Capital Project Funds Total:</b>	<b>6,459,142.50</b>	<b>404,427.97</b>	<b>1,070,848.70</b>	<b>4,296,338.80</b>	<b>1,091,955.00</b>	<b>83.09%</b>

*See Notes to the Financial Report*

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

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

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

Description	Budget	MTD Expense	YTD Expense	Encumbrance	Unencumbered Balance	Combined Expended
Held for Employee Benefits						
Employee Paid Benefits	-	90,630.84	670,951.82	-	(670,951.82)	
Held for Employee Benefits Total:	-	90,630.84	670,951.82	-	(670,951.82)	
<b>Payroll Clearing Fund Total:</b>	<b>-</b>	<b>90,630.84</b>	<b>670,951.82</b>	<b>-</b>	<b>(670,951.82)</b>	
<b>Total All Funds</b>	<b>17,386,367.30</b>	<b>982,418.77</b>	<b>7,278,767.43</b>	<b>5,559,938.88</b>	<b>4,547,660.99</b>	<b>73.84%</b>

*See Notes to the Financial Report*

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

Description	Month			Year-to-Date		
	Budget	Actual	Favorable/ (Unfavorable)	Budget	Actual	Favorable/ (Unfavorable)
<b>PERSONAL SERVICES</b>						
Salaries						
Manager/Director	51,711.54	51,734.40	(22.86)	387,836.54	383,608.07	4,228.47
Library Specialists	111,153.85	109,722.16	1,431.69	833,653.85	816,409.96	17,243.89
Technical Assistants	11,307.69	11,332.80	(25.11)	84,807.69	84,161.03	646.66
Customer Service Assistants	25,384.62	19,392.67	5,991.95	190,384.62	184,705.61	5,679.01
Substitutes	3,384.62	2,960.83	423.79	25,384.62	21,429.66	3,954.96
Fiscal Officer	8,384.62	8,435.40	(50.78)	62,884.62	63,070.61	(185.99)
Administrative Support	39,719.23	37,515.12	2,204.11	297,894.23	277,804.87	20,089.36
Facilities Manager	6,230.77	6,266.20	(35.43)	46,730.77	45,970.83	759.94
Facilities Assistant/Driver	1,538.46	2,020.39	(481.93)	11,538.46	9,182.80	2,355.66
Library Aides	11,342.31	8,930.75	2,411.56	85,067.31	66,547.27	18,520.04
Shelving Assistants	7,461.54	6,417.94	1,043.60	55,961.54	53,141.58	2,819.96
Salaries Total:	277,619.23	264,728.66	12,890.57	2,082,144.23	2,006,032.29	76,111.94
Retirement						
Retirement	38,926.15	37,218.78	1,707.37	291,946.15	280,666.88	11,279.27
Retirement Total:	38,926.15	37,218.78	1,707.37	291,946.15	280,666.88	11,279.27
Insurance						
Health Insurance	40,315.08	41,877.08	(1,562.00)	282,205.58	282,286.78	(81.20)
Health Savings Account	8,002.16	7,158.47	843.69	56,015.14	50,384.30	5,630.84
Dental Insurance	1,951.25	1,927.68	23.57	13,658.75	13,324.63	334.12
Medicare	4,170.35	3,472.19	698.16	31,277.60	26,579.94	4,697.66
Life Insurance	280.42	246.43	33.99	1,962.92	1,781.08	181.84
Worker's Compensation	-	-	-	-	-	-
Insurance Total:	54,719.26	54,681.85	37.41	385,119.98	374,356.73	10,763.25
Other Benefits						
Unemployment Benefits	-	-	-	-	-	-
Other Employee Benefits	-	-	-	-	-	-
Other Benefits Total:	-	-	-	-	-	-
<b>PERSONAL SERVICES Total:</b>	<b>371,264.64</b>	<b>356,629.29</b>	<b>14,635.35</b>	<b>2,759,210.37</b>	<b>2,661,055.90</b>	<b>98,154.47</b>
<b>SUPPLIES</b>						
General/Administrative Supplies						
Office Supplies	2,359.10	700.61	1,658.49	16,306.07	12,245.34	4,060.72
Program Supplies	5,606.57	3,876.76	1,729.81	39,246.01	20,792.81	18,453.20
Cataloging/Processing Supplies	1,095.09	392.73	702.36	7,665.61	5,561.02	2,104.59
Small Tools/Minor Equipment	83.33	-	83.33	583.33	538.92	44.41
Janitorial Supplies	345.09	-	345.09	2,106.61	760.53	1,346.08
General/Administrative Supplies Total:	9,489.17	4,970.10	4,519.07	65,907.63	39,898.62	26,009.01
Property Maintenance Supplies						
Property Maintenance Supplies	3,813.62	1,803.63	2,009.99	26,695.31	8,576.70	18,118.61
Property Maintenance Supplies Total:	3,813.62	1,803.63	2,009.99	26,695.31	8,576.70	18,118.61
Vehicle Fuel & Supplies						
Vehicle Fuel	264.07	43.68	220.39	1,848.46	424.52	1,423.94
Vehicle Supplies	41.67	-	41.67	291.67	142.73	148.94
Vehicle Fuel & Supplies Total:	305.73	43.68	262.05	2,140.12	567.25	1,572.87
Supplies Purchased for Resale						
Supplies Purchased for Resale	6,442.07	1,809.50	4,632.57	45,094.47	14,208.92	30,885.55
Supplies Purchased for Resale Total:	6,442.07	1,809.50	4,632.57	45,094.47	14,208.92	30,885.55
<b>SUPPLIES Total:</b>	<b>20,050.59</b>	<b>8,626.91</b>	<b>11,423.68</b>	<b>139,837.53</b>	<b>63,251.49</b>	<b>76,586.04</b>

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

Description	Month			Year-to-Date		
	Budget	Actual	Favorable/ (Unfavorable)	Budget	Actual	Favorable/ (Unfavorable)
<b>CONTRACT SERVICES</b>						
Travel & Meeting						
Mileage	912.83	651.62	261.21	6,437.83	3,598.79	2,839.04
In-House Seminars	1,636.50	-	1,636.50	11,455.48	223.54	11,231.94
Conference/Meetings	3,816.72	315.00	3,501.72	26,717.05	6,735.45	19,981.60
Membership Dues	50.00	-	50.00	1,811.00	865.00	946.00
Travel & Meeting Total:	6,416.05	966.62	5,449.43	46,421.37	11,422.78	34,998.59
Communication & Printing						
Telephone Services	451.65	-	451.65	3,161.58	2,722.20	439.38
Computer Data Line	4,256.32	1,885.60	2,370.72	28,618.32	8,917.73	19,700.59
Postage	522.29	-	522.29	11,709.69	4,044.25	7,665.44
Postage Meter Rental	351.04	425.70	(74.66)	1,790.44	1,933.65	(143.21)
Security Alarm	312.25	-	312.25	4,710.43	2,088.00	2,622.43
Legal Advertisements	208.33	-	208.33	1,458.33	46.08	1,412.25
Marketing & Advertising	1,638.55	210.00	1,428.55	11,469.83	11,670.00	(200.17)
Printing & Publications	261.95	358.86	(96.91)	27,320.46	17,019.64	10,300.82
Communication & Printing Total:	8,002.38	2,880.16	5,122.22	90,239.08	48,441.55	41,797.53
Property Maintenance Services						
Building/Site Repair	12,996.70	3,050.66	9,946.04	89,002.34	37,082.05	51,920.29
Equipment & Furniture Repair	2,091.73	2,978.44	(886.71)	14,573.45	12,008.62	2,564.83
Grounds & Snow Removal	10,010.00	3,662.77	6,347.23	90,860.00	39,520.21	51,339.79
Janitorial Services	20,365.88	13,841.45	6,524.43	141,015.99	106,809.37	34,206.62
Trash Services	1,792.65	1,114.77	677.88	11,792.92	8,193.03	3,599.89
Property Maintenance Services Total:	47,256.95	24,648.09	22,608.86	347,244.70	203,613.28	143,631.42
Insurance						
Property Insurance	-	6.75	(6.75)	21,420.28	22,037.50	(617.22)
Insurance Total:	-	6.75	(6.75)	21,420.28	22,037.50	(617.22)
Utilities						
Electricity	8,603.53	2,234.40	6,369.13	64,813.26	54,008.78	10,804.48
Natural Gas	2,055.44	1,999.92	55.52	28,692.27	30,136.67	(1,444.40)
Water/Sewer	-	-	-	6,660.18	3,770.53	2,889.65
Utilities Total:	10,658.97	4,234.32	6,424.65	100,165.71	87,915.98	12,249.73
Professional Services						
Speaker & Program Stipends	1,444.96	229.53	1,215.43	10,114.74	5,024.53	5,090.21
Art & Other Exhibits	476.67	20.01	456.66	3,336.67	1,593.21	1,743.46
Architect & Engineering Services	-	-	-	-	-	-
Accounting & Auditing Services	2,403.84	-	2,403.84	12,799.84	10,035.48	2,764.36
Legal Services - General	398.33	-	398.33	2,788.33	150.00	2,638.33
Legal Services - Employment	1,938.13	-	1,938.13	13,566.88	4,707.50	8,859.38
Tax Collection Fees	-	-	-	40,000.00	41,075.39	(1,075.39)
Banking Fees	1,721.78	1,643.53	78.25	12,052.46	8,690.99	3,361.47
Benefits Administration	634.17	327.50	306.67	4,439.17	4,652.50	(213.33)
Other Professional Services	782.50	-	782.50	5,477.50	46.80	5,430.70
Professional Services Total:	9,800.37	2,220.57	7,579.80	104,575.58	75,976.40	28,599.18
Software Maintenance						
Software Maintenance	15,113.82	420.00	14,693.82	178,380.72	162,630.02	15,750.70
Software Maintenance Total:	15,113.82	420.00	14,693.82	178,380.72	162,630.02	15,750.70
Other Contract Services						
Temporary Contract Services	3,891.93	420.50	3,471.43	27,243.50	4,029.31	23,214.19
Online Services	19,951.23	2,029.50	17,921.73	139,658.64	106,855.02	32,803.62
Collection Development Services	533.33	-	533.33	3,733.33	2,600.00	1,133.33
Other Contract Services Total:	24,376.50	2,450.00	21,926.50	170,635.48	113,484.33	57,151.15
<b>CONTRACT SERVICES Total:</b>	<b>121,625.04</b>	<b>37,826.51</b>	<b>83,798.53</b>	<b>1,059,082.91</b>	<b>725,521.84</b>	<b>333,561.07</b>



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

Description	Month			Year-to-Date		
	Budget	Actual	Favorable/ (Unfavorable)	Budget	Actual	Favorable/ (Unfavorable)
<b>LIBRARY MATERIALS</b>						
New Books						
New Books	52,002.25	38,957.30	13,044.95	325,150.91	204,918.97	120,231.94
Standing Orders/Continuations	1,347.30	240.42	1,106.88	11,488.50	4,123.51	7,364.99
Book Rentals	282.47	427.70	(145.23)	68,146.13	62,688.13	5,458.00
New Books Total:	53,632.03	39,625.42	14,006.61	404,785.54	271,730.61	133,054.93
Periodicals						
Periodicals	4.35	-	4.35	650.94	283.00	367.94
Periodicals Total:	4.35	-	4.35	650.94	283.00	367.94
Audio-Visual Materials						
Movies	8,349.71	5,217.11	3,132.60	58,477.86	37,126.55	21,351.31
Read Along Audiobooks	5,991.76	75.98	5,915.78	28,331.15	8,918.40	19,412.75
Pre-Loaded Learning Tablets	1,689.56	4,463.91	(2,774.35)	16,781.56	9,221.15	7,560.41
Audiobooks	710.59	1,052.66	(342.07)	11,011.13	3,735.87	7,275.26
Other Audio-Visual Materials	500.13	22.42	477.71	4,026.98	2,050.64	1,976.34
Audio-Visual Materials Total:	17,241.74	10,832.08	6,409.66	118,628.68	61,052.61	57,576.07
Online Subscriptions						
Online Subscriptions	10,899.17	3,698.40	7,200.77	83,436.24	64,673.08	18,763.16
Online Subscriptions Total:	10,899.17	3,698.40	7,200.77	83,436.24	64,673.08	18,763.16
Inter-Library Delivery Service						
Search Ohio Delivery	-	-	-	13,000.00	12,204.45	795.55
Inter-Library Delivery Service Total:	-	-	-	13,000.00	12,204.45	795.55
Electronic Materials						
eBooks	15,800.99	9,947.29	5,853.70	390,936.78	350,157.37	40,779.41
Digital Music Services	181.36	-	181.36	41,093.18	39,735.00	1,358.18
Digital Video Services	18,231.79	16,936.82	1,294.97	127,622.53	115,107.24	12,515.29
Rokus	25.96	423.27	(397.31)	18,207.97	13,192.09	5,015.88
Electronic Materials Total:	34,240.11	27,307.38	6,932.73	577,860.46	518,191.70	59,668.76
Other Library Materials						
Culture Pass	375.56	-	375.56	11,122.22	7,804.82	3,317.40
Mobile Hotspots	1,250.00	957.76	292.24	8,750.00	5,798.62	2,951.38
Special Learning Kits	1,886.01	123.42	1,762.59	10,601.66	4,855.73	5,745.93
Board Game Collection	879.61	340.51	539.10	5,507.65	4,568.13	939.52
Other Library Materials Total:	4,391.18	1,421.69	2,969.49	35,981.53	23,027.30	12,954.23
<b>LIBRARY MATERIALS Total:</b>	<b>120,408.58</b>	<b>82,884.97</b>	<b>37,523.61</b>	<b>1,234,343.39</b>	<b>951,162.75</b>	<b>283,180.64</b>
<b>CAPITAL OUTLAY</b>						
Land Improvements						
Land Improvements	-	-	-	60,000.00	-	60,000.00
Land Improvements Total:	-	-	-	60,000.00	-	60,000.00
Furniture & Equipment						
Furniture & Equipment	1,142.34	-	1,142.34	7,996.36	6,058.88	1,937.48
Computer Hardware & Software	21,762.99	-	21,762.99	152,340.91	113,393.50	38,947.41
Furniture & Equipment Total:	22,905.32	-	22,905.32	160,337.26	119,452.38	40,884.88
<b>CAPITAL OUTLAY Total:</b>	<b>22,905.32</b>	<b>-</b>	<b>22,905.32</b>	<b>220,337.26</b>	<b>119,452.38</b>	<b>100,884.88</b>

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

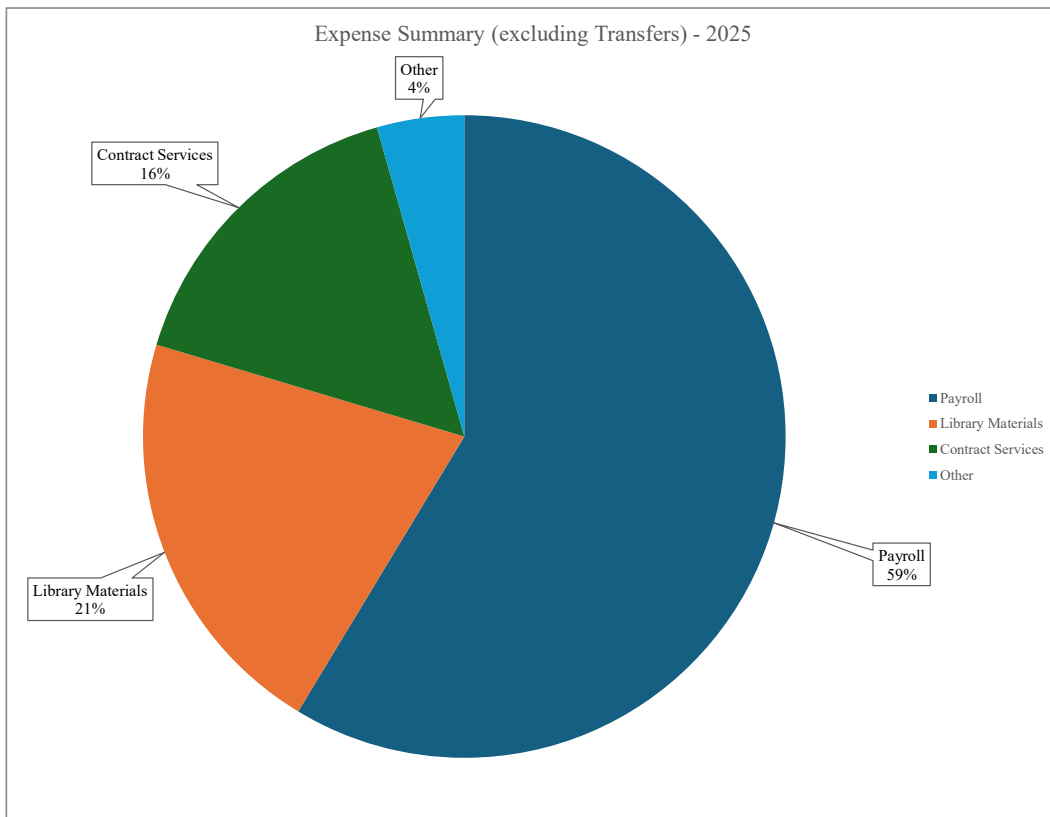
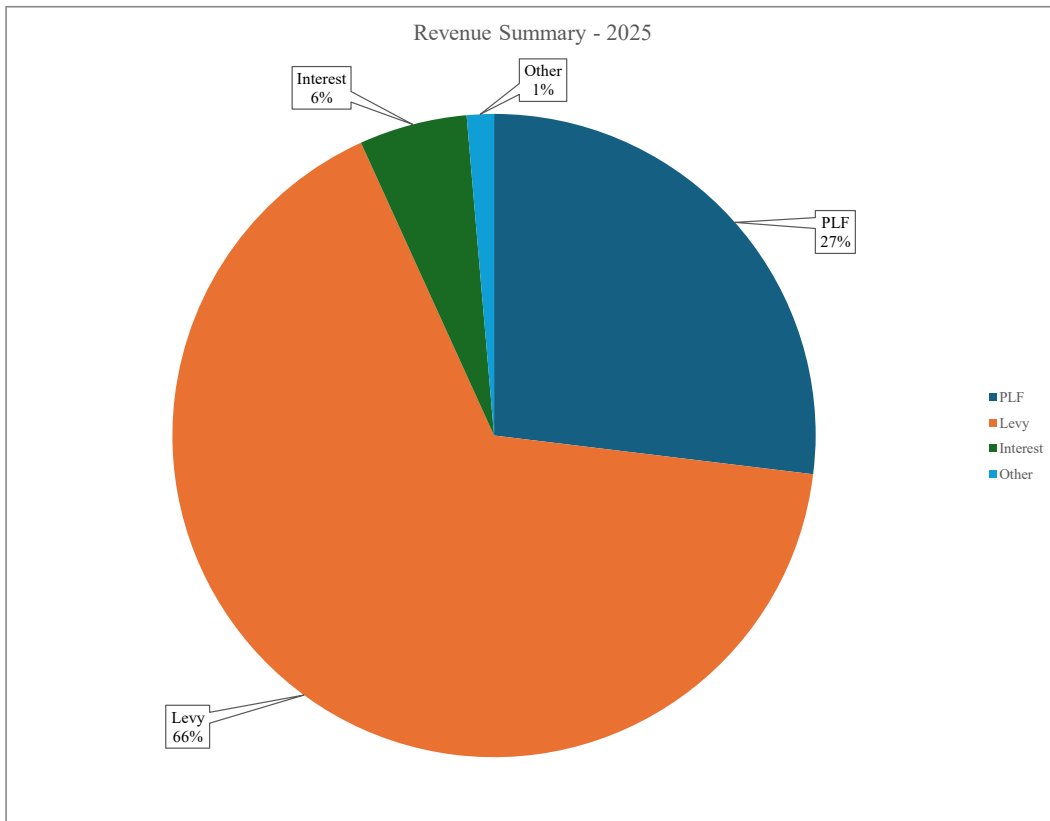
Description	Month			Year-to-Date		
	Budget	Actual	Favorable/ (Unfavorable)	Budget	Actual	Favorable/ (Unfavorable)
<b>OTHER EXPENDITURES</b>						
Library Membership & Dues						
Organizational Dues	16.67	-	16.67	116.67	-	116.67
Trustee Dues	-	-	-	11,262.50	12,811.00	(1,548.50)
Library Membership & Dues Total:	16.67	-	16.67	11,379.17	12,811.00	(1,431.83)
Taxes & Assessments						
Real Estate Taxes	-	-	-	-	-	-
State Sales Tax	1,500.00	1,286.36	213.64	3,000.00	2,704.79	295.21
Taxes & Assessments Total:	1,500.00	1,286.36	213.64	3,000.00	2,704.79	295.21
Refunds & Reimbursements						
Patron Refunds	145.83	105.92	39.91	1,020.83	910.77	110.06
Refunds & Reimbursements Total:	145.83	105.92	39.91	1,020.83	910.77	110.06
<b>OTHER EXPENDITURES Total:</b>	<b>1,662.50</b>	<b>1,392.28</b>	<b>270.22</b>	<b>15,400.00</b>	<b>16,426.56</b>	<b>(1,026.56)</b>
<b>CONTINGENCY</b>						
Contingency						
Contingency	-	-	-	-	-	-
Contingency Total:	-	-	-	-	-	-
<b>CONTINGENCY Total:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TRANSFERS AND OTHER</b>						
Transfers Out						
Transfers Out	-	-	-	1,000,000.00	1,000,000.00	-
Transfers Out Total:	-	-	-	1,000,000.00	1,000,000.00	-
<b>TRANSFERS AND OTHER Total:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>-</b>
<b>General Fund Total:</b>	<b>657,916.67</b>	<b>487,359.96</b>	<b>170,556.71</b>	<b>6,428,211.46</b>	<b>5,536,870.92</b>	<b>891,340.54</b>

*See Notes to the Financial Report*

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

Year-to-Date - Last Three Years								
	Year to Date		\$ Change	% Change	Year to Date		\$ Change	% Change
	2025	2024			2024	2023		
GENERAL FUND:								
REVENUE								
Public Library Fund	1,956,405	1,619,798	336,607	20.8%	1,619,798	1,791,772	(171,974)	-9.6%
Operating Levy	4,819,792	4,811,591	8,201	0.2%	4,811,591	4,836,945	(25,354)	-0.5%
Federal, State and Local Grants	-	657	(657)	-100.0%	657	-	657	
Patron Fees, and Supplies	74,100	82,737	(8,637)	-10.4%	82,737	67,791	14,946	22.0%
Interest Income	395,143	434,749	(39,606)	-9.1%	434,749	245,868	188,881	76.8%
Donations	15,615	20,302	(4,687)	-23.1%	20,302	22,854	(2,552)	-11.2%
Refunds/Reimbursements	7,460	8,946	(1,486)	-16.6%	8,946	11,752	(2,806)	-23.9%
Miscellaneous	1,063	150	913	608.6%	150	280	(130)	-46.4%
Total Revenue	7,269,578	6,978,930	290,648	4.2%	6,978,930	6,977,262	1,668	0.0%
EXPENDITURES								
Salaries	2,006,032	1,993,487	12,545	0.6%	1,993,487	1,744,533	248,954	14.3%
Retirement	280,667	323,342	(42,675)	-13.2%	323,342	402,600	(79,258)	-19.7%
Insurance & Other Benefits	374,357	371,664	2,693	0.7%	371,664	368,219	3,445	0.9%
Supplies	63,251	98,579	(35,328)	-35.8%	98,579	73,690	24,889	33.8%
Purchased / Contract Services	725,522	850,071	(124,549)	-14.7%	850,071	669,075	180,996	27.1%
Library Materials	951,163	1,032,403	(81,240)	-7.9%	1,032,403	933,076	99,327	10.6%
Capital Outlay	119,452	117,313	2,139	1.8%	117,313	175,806	(58,493)	-33.3%
Other Expenditures	16,427	23,697	(7,270)	-30.7%	23,697	16,714	6,983	41.8%
Transfers to Other Funds	1,000,000	-	1,000,000		-	10,000	(10,000)	-100.0%
Total Expenditures	5,536,871	4,810,556	726,315	15.1%	4,810,556	4,393,713	416,843	9.5%
Net Change in Fund Balance	1,732,707	2,168,374	(435,667)		2,168,374	2,583,549	(415,175)	

<b>Budget versus Actual - Month and Year-to-Date</b>								
	<b>Month</b>				<b>Year to Date</b>			
	<b>Budget</b>	<b>Actual</b>	<b>\$ Favorable/ (Unfavorable)</b>	<b>% Favorable/ (Unfavorable)</b>	<b>Budget</b>	<b>Actual</b>	<b>\$ Favorable/ (Unfavorable)</b>	<b>% Favorable/ (Unfavorable)</b>
<b>GENERAL FUND:</b>								
<b>REVENUE</b>								
Public Library Fund	295,272	262,435	(32,837)	-11.1%	1,874,556	1,956,405	81,848	4.4%
Operating Levy	1,782,396	1,766,841	(15,556)	-0.9%	4,432,538	4,512,111	79,573	1.8%
Federal, State and Local Grants	0	0	0		300,000	307,681	7,681	2.6%
Patron Fees, and Supplies	8,458	9,824	1,366	16.2%	59,208	74,100	14,892	25.2%
Interest Income	22,871	44,416	21,545	94.2%	253,159	395,143	141,984	56.1%
Donations	572	8	(564)	-98.6%	19,640	15,615	(4,025)	-20.5%
Refunds/Reimbursements	750	798	48	6.4%	5,250	7,460	2,210	42.1%
Miscellaneous	4,183	166	(4,017)	-96.0%	29,283	1,063	(28,220)	-96.4%
<b>Total Revenue</b>	<b>2,114,503</b>	<b>2,084,489</b>	<b>(30,014)</b>	<b>-1.4%</b>	<b>6,973,635</b>	<b>7,269,578</b>	<b>295,942</b>	<b>4.2%</b>
<b>EXPENDITURES</b>								
Salaries	277,619	264,729	12,891	4.6%	2,082,144	2,006,032	76,112	3.7%
Retirement	38,926	37,219	1,707	4.4%	291,946	280,667	11,279	3.9%
Insurance & Other Benefits	54,719	54,682	37	0.1%	385,120	374,357	10,763	2.8%
Supplies	20,051	8,627	11,424	57.0%	139,838	63,251	76,586	54.8%
Purchased / Contract Services	121,625	37,827	83,799	68.9%	1,059,083	725,522	333,561	31.5%
Library Materials	120,409	82,885	37,524	31.2%	1,234,343	951,163	283,181	22.9%
Capital Outlay	22,905	0	22,905	100.0%	220,337	119,452	100,885	45.8%
Other Expenditures	1,663	1,392	270	16.3%	15,400	16,427	(1,027)	-6.7%
Contingency	0	0	0		0	0	0	
Transfers to Other Funds	0	0	0		1,000,000	1,000,000	0	0.0%
<b>Total Expenditures</b>	<b>657,917</b>	<b>487,360</b>	<b>170,557</b>	<b>25.9%</b>	<b>6,428,211</b>	<b>5,536,871</b>	<b>891,341</b>	<b>13.9%</b>
<b>Net Change in Fund Balance</b>	<b>1,456,586</b>	<b>1,597,129</b>	<b>140,542</b>		<b>545,424</b>	<b>1,732,707</b>	<b>1,187,283</b>	
<b>Net Change in Fund Balance - Excluding Transfers</b>	<b>1,456,586</b>	<b>1,597,129</b>	<b>140,542</b>		<b>1,545,424</b>	<b>2,732,707</b>	<b>1,187,283</b>	



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

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**Cash Position and Monthly Cash Reconciliation**

1. Overall, there was a decrease in fund balances for the month of June of \$1.19 million or 6.2%.

The General Fund balance decreased by 17.6% from the June ending balance. This increase can be attributed to the receipt of property tax advances during July. This increase will be used to carry us through the remainder of the year.

The Building Fund decreased by about 7.5% because of the payments on the Centerville Library project.

2. The Year-to-Date Cash Position shows an overall increase of nearly 9% since the beginning of the year.

For the year, the General Fund is up about 19.4%.

The building fund has decreased by about 1%.

As we continue through the remainder of the year, it is anticipated that these balances will steadily decrease, ultimately showing an overall decrease for the year.

**Revenue Summary and Revenue Budget Summary**

The General Fund revenue was about 4.8% higher than estimated for the month and is about 4.4% higher for the year-to-date. For the year, we have collected nearly 79.4% of budgeted revenue.

1. The Public Library Fund budget was reallocated based on the state budget changes. For July receipts were about 0.75% less than estimates. Based on information from OLC, this will likely be the case for the remainder of the year. There are some fluctuations anticipated, but they should be small.
2. During July, we received four property tax advances for the 2<sup>nd</sup> Half Settlement. Amounts for these settlements were about 4.5% more than anticipated. We received the final advance at the beginning of August. The final settlement should occur sometime in September. Prior to the final settlement, we should be over 99% collected.

3. Interest income continues to be strong. During July, we collected another \$44,000 in interest income. During August, these amounts will push above the budgeted amounts for the year.

Additional information will be discussed in the Investment footnotes.

### **Expense Account Summary and Expense Budget Summary**

For the month of July, General Fund expenditures were about 26% below estimated amounts. For the year, these amounts are about 14% under budget.

1. During the month of July, personal services expenditures were about 4% under budget and are about 3.5% under budget for the year.

#### Salaries/Retirement

Customer Service Assistants account for nearly half of the monthly shortfall compared to budgeted amounts. Due to the reduced operations at Centerville, there is one position that has not been filled because of a retirement. Additionally, there is another individual that is currently on leave through the end of this month. We also see Library Specialists and Administrative Support falling short of budgeted amounts. In both of these cases, it is due to unfilled positions. We had budgeted for a Human Resources Assistant and Creativity Commons Team Leader, but have not posted these positions.

Retirement expenditures closely mirror the salaries shortfalls.

#### Insurance

Insurance expenditures were very close to budgeted amounts for the month of July. This was due to a couple of employees making insurance coverage changes. As you can see, health insurance is now slightly over budget for the year, while health savings account and Medicare expenditures are more than 10% under budget. A reallocation of these amounts may be necessary as we get closer to year-end.

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

#### General and Administrative Supplies

We are seeing these supplies coming in much lower than anticipated, but program supplies accounts for over 70% of the shortfall for the year-to-date. This points to either these items being budgeted to high, or to better information being needed on when these programs are planned to occur.

### Supplies Purchased for Resale

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

3. As noted above, Contract Services make up a large portion of the amount that we were under budget for the month. These budgeted expenditures accounted for nearly 37% of the entire amount we are under budget.

### Travel & Meeting

This line has consistently come in well under budget. There are several factors that are contributing to this. First, there were some conferences that were budgeted that staff were not able to get into. We also saw a change in priority regarding staff training. We had budgeted for an all-staff training day, but shifted to doing more targeted training opportunities.

### Communication & Printing

These expenditures continue to come in well under budgeted amounts. Computer data line expenditures are nearly 69% under budgeted amounts for the year. This is an area that will be revisited during the budgeting process next year. We also see postage amounts being nearly 65% under budget for the year. With over 50% of this amount being related to sending the Calendar of Events and other marketing items, we have seen that the amounts related to these items are not being billed this way. Finally, Printing and Publications is another area that is well under budget. This leads us to believe that we need to look at how these costs are being budgeted.

### Property Maintenance and Repair

Property maintenance and repair expenses are about 41% under budget for the year. First, building/site repairs were about 60% under budget for the year. This speaks to their being a lack of major repairs being needed during the year. As these expenditures can routinely end up being large, there is little that can be done to address this moving forward.

Second, grounds and snow removal are 57% under budget for the year. With the switch to Grunder Landscaping, we are now seeing level billing from month-to-month. This should allow us to better budget and potentially reallocate these funds if the need arises. Finally, janitorial services are nearly 31% under budget. This is due, in large part, to the ongoing renovation of Centerville resulting in reduced monthly cleaning costs.

### Utilities

Utility costs are about 21% under budget for the month. Electricity costs were over 74% under budget for the month, but this is solely due to the timing of payments. The July bill for electric supply was received late in the month, but was not paid until the beginning of

August. This line will likely be significantly over budget next month. The issue with Congress Park's billing appears to have been resolved this month. Luckily, these amounts were well within our expectations. We do need to see if there is any additional supply charges related to this. We only saw supply charges on the bill for two months. Natural gas expenditures do continue to exceed budgeted amounts, but this may be more reflective of the allocation of the amounts, as opposed to a budget shortfall. Even if the budget is short, we should be easily able to reallocate amounts.

#### Professional Services

Professional services is another area that is well under budget. So far for the year, these costs are about 27% under budget. Accounting and Auditing will likely be at nearly 100% soon, as we should be receiving the final audit bill. Legal Services should also increase based on collective bargaining. Finally, other professional services will see an increase due to the recruitment of a new Human Resources Manager.

4. Library materials are about 23% under budget for the year, with the largest portions being related to new books and audio-visual materials. As you have seen throughout the year, these amounts can vary from month-to-month.

#### New Books

These expenditures are about 33% under budget for the year. July was a down month for these expenditures. Moving into August, these expenditures will be above estimates.

#### Audio-Visual Materials

This is another example of the up and down nature of these expenditures. July was lower than expected, but the expenditures for August appear to be above estimates.

5. Capital outlay is now about 46% under budget for the year. A large portion of this amount relates to the repaving of Congress Park, which will be reflected in the August financial report.



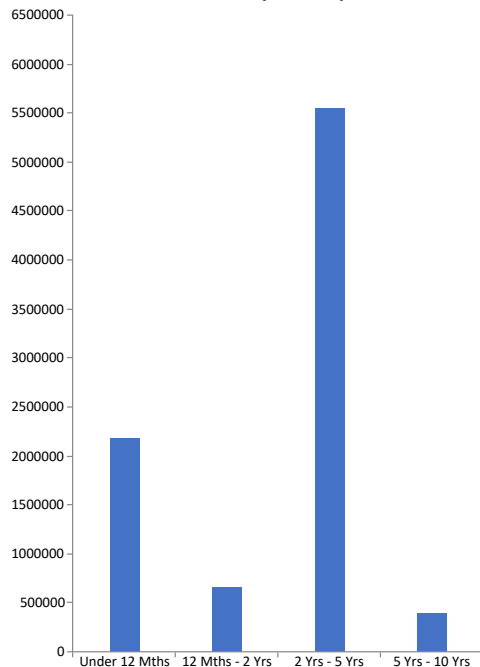
**Monthly Investment Summary**  
**Washington-Centerville Public Library - Operating Funds**

July 31, 2025

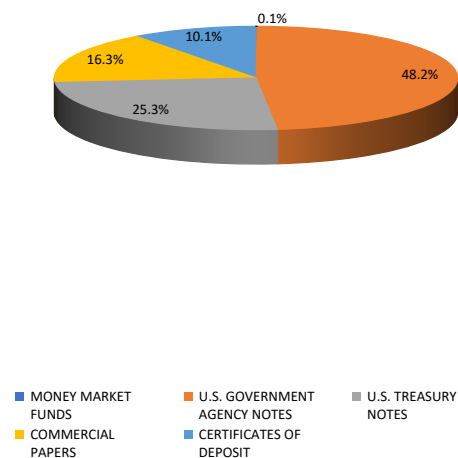
Monthly Cash Flow Activity		Market Value Summary				
<b>From 06-30-25 through 07-31-25</b>		<b>Security Type</b>	<b>Market Value</b>	<b>Pct. Assets</b>	<b>Avg Yield at Cost</b>	<b>Wght Avg Mat</b>
Beginning Book Value	8,684,970.89	<b>Money Market Fund</b>				
Contributions	0.00	MONEY MARKET FUNDS	7,902.03	0.1	4.18	0.00
Withdrawals	0.00	<b>Fixed Income</b>				
Prior Month Management Fees	-732.27	U.S. GOVERNMENT AGENCY NOTES	4,204,181.29	47.8	4.34	2.18
Prior Month Custody Fees	-44.18	U.S. TREASURY NOTES	2,203,360.35	25.0	4.11	3.58
Realized Gains/Losses	0.00	Accrued Interest	77,597.85	0.9		
Gross Interest Earnings	7,010.04	<b>Commercial Paper</b>				
Ending Book Value	8,691,204.48	COMMERCIAL PAPERS	1,421,261.65	16.2	4.35	0.45
		Accrued Interest	0.00	0.0		
		<b>Certificate of Deposit</b>				
		CERTIFICATES OF DEPOSIT	880,855.99	10.0	4.11	3.61
		Accrued Interest	4,090.39	0.0		
		<b>TOTAL PORTFOLIO</b>	<b>8,799,249.54</b>	<b>100.0</b>	<b>4.26</b>	<b>2.39</b>

**Maturity Distribution**

Distribution by Maturity



**Security Type Allocation**



**Disclosures:**

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Purchase in July
Maturity in August
Called
Callable in August



## Portfolio Holdings Report Washington-Centerville Public Library - Operating Funds

July 31, 2025

Quantity	Settle Date	Cusip	Security Description	Call Date	Moody's	S&P	Cost Basis	Market Value	Yield at Cost	Wtd Maturity
<b>U.S. GOVERNMENT AGENCY NOTES</b>										
500,000	08-30-22	3130ASXZ7	Federal Home Ln Bank 3.600% Due 08-28-25		Aaa	AA+	500,000.00	499,695.73	3.60	0.08
400,000	05-13-24	3130B1CV7	Federal Home Ln Bank 5.125% Due 08-13-26	08-13-25	Aa1	AA+	400,500.00	400,095.60	5.07	0.97
250,000	10-11-24	3130B3AJ2	Federal Home Ln Bank 4.250% Due 10-01-26	10-01-25	Aa1	AA+	250,000.00	249,354.50	4.25	1.11
600,000	08-20-24	3130B2F42	Federal Home Ln Bank 4.580% Due 08-20-27	08-20-25	Aa1	AA+	600,690.00	598,738.73	4.54	1.90
250,000	08-30-22	3130ASY94	Federal Home Ln Bank 4.200% Due 08-25-27	08-25-25	Aa1	AA+	250,000.00	248,646.99	4.20	1.93
250,000	08-30-22	3130ASZ77	Federal Home Ln Bank 4.000% Due 08-25-27	08-25-25	Aa1	AA+	250,000.00	248,135.92	4.00	1.93
300,000	04-23-25	3135G05Y5	Federal Natl Mtg Assoc 0.750% Due 10-08-27		Aa1	AA+	278,373.00	280,405.45	3.85	2.13
400,000	05-10-24	3130B1CP0	Federal Home Ln Bank 5.125% Due 11-10-27	11-10-25	Aa1	AA+	400,000.00	400,160.52	5.13	2.10
350,000	04-10-25	3136G4ZN6	Federal Natl Mtg Assoc 1.000% Due 07-27-28	10-27-25	Aa1	AA+	318,535.00	320,639.56	3.94	2.89
400,000	04-08-25	3133ETBF3	Federal Farm Credit Bank 4.000% Due 04-01-30		Aa1	AA+	399,496.00	399,984.89	4.03	4.17
300,000	04-03-25	3130B5TW8	Federal Home Ln Bank 4.540% Due 04-17-30	04-17-26	Aa1	AA+	300,000.00	298,993.67	4.54	4.15
260,000	04-10-25	3134HBJV4	Federal Home Ln Mtg 4.740% Due 04-24-30	10-24-25	Aa1	AA+	260,000.00	259,329.71	4.74	4.14
Accrued Interest								59,877.61		
							4,207,594.00	4,264,058.89	4.34	2.18
<b>U.S. TREASURY NOTES</b>										
250,000	03-19-24	91282CJS1	US Treasury Note 4.250% Due 12-31-25		Aa1	AA+	249,227.75	249,895.51	4.43	0.41
200,000	04-17-25	91282CLK5	US Treasury Note 3.625% Due 08-31-29		Aa1	AA+	197,976.56	197,710.94	3.88	3.70
400,000	04-11-25	91282CLR0	US Treasury Note 4.125% Due 10-31-29		Aa1	AA+	399,656.25	402,875.00	4.15	3.83
400,000	04-11-25	91282CMA6	US Treasury Note 4.125% Due 11-30-29		Aa1	AA+	399,749.98	402,937.50	4.14	3.91
400,000	04-17-25	91282CGB1	US Treasury Note 3.875% Due 12-31-29		Aa1	AA+	399,359.37	398,953.12	3.91	4.01
400,000	04-11-25	91282CMU2	US Treasury Note 4.000% Due 03-31-30		Aa1	AA+	396,421.88	400,812.50	4.20	4.17
150,000	07-28-25	91282CHR5	US Treasury Note 4.000% Due 07-31-30		Aa1	AA+	150,000.00	150,175.78	4.00	4.49
Accrued Interest								17,720.24		
							2,192,391.79	2,221,080.59	4.11	3.58
<b>CERTIFICATES OF DEPOSIT</b>										
245,000	05-01-25	02589AHG0	American Express Nat'l Bank, UT 4.050% Due 05-08-28				244,632.50	245,380.75	4.10	2.58

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Questions? Call 888.596.2293 or email [info@redtreeinv.com](mailto:info@redtreeinv.com)

## Portfolio Holdings Report Washington-Centerville Public Library - Operating Funds

July 31, 2025

Quantity	Settle Date	Cusip	Security Description	Call Date	Moody's	S&P	Cost Basis	Market Value	Yield at Cost	Wtd Maturity
140,000	05-01-25	05612LES7	BMW Bank of North America, UT				139,790.00	139,825.69	4.00	2.58
			3.950% Due 05-09-28							
249,000	05-29-25	58404DXW6	Medallion Bank, UT				248,377.50	250,648.01	4.24	4.33
			4.150% Due 06-17-30							
245,000	07-18-25	73319FDZ9	Poppy Bank, CA				244,387.50	245,001.54	4.06	4.49
			4.000% Due 07-31-30							
Accrued Interest								4,090.39		
							877,187.50	884,946.38	4.11	3.61
<b>COMMERCIAL PAPERS</b>										
400,000	04-21-25	78015CZ88	RBC		P-1	A-1+	389,164.44	393,750.00	4.36	0.36
			0.000% Due 12-08-25							
400,000	04-16-25	06369MAG8	BMO		P-1	A-1	387,520.00	391,860.40	4.29	0.46
			0.000% Due 01-16-26							
400,000	04-23-25	62479MAG8	MUFG Bank		P-1	A-1	387,450.97	391,844.00	4.37	0.46
			0.000% Due 01-16-26							
250,000	05-27-25	89119BBP0	TD Bank		P-1	A-1	241,993.75	243,807.25	4.41	0.56
			0.000% Due 02-23-26							
Accrued Interest								0.00		
							1,406,129.16	1,421,261.65	4.35	0.45
<b>MONEY MARKET FUNDS</b>										
		USBMMF	First American Treasury Obligations Fund				7,902.03	7,902.03	4.18	
<b>TOTAL PORTFOLIO</b>							8,691,204.48	8,799,249.54	4.26	2.39

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

**Interest Income - Year-to-Date**

	<b>US Bank/PNC</b>	<b>RedTree</b>	<b>STAR</b>	<b>Total</b>
2025	\$ 22,964.75	\$ 87,459.33	\$ 284,719.13	\$ 395,143.21
2024	160,676.89	-	274,159.34	434,836.23
Change - YTD	\$ (137,712.14)	\$ 87,459.33	\$ 10,559.79	\$ (39,693.02)

**Interest Income Schedule - Next Twelve Months**

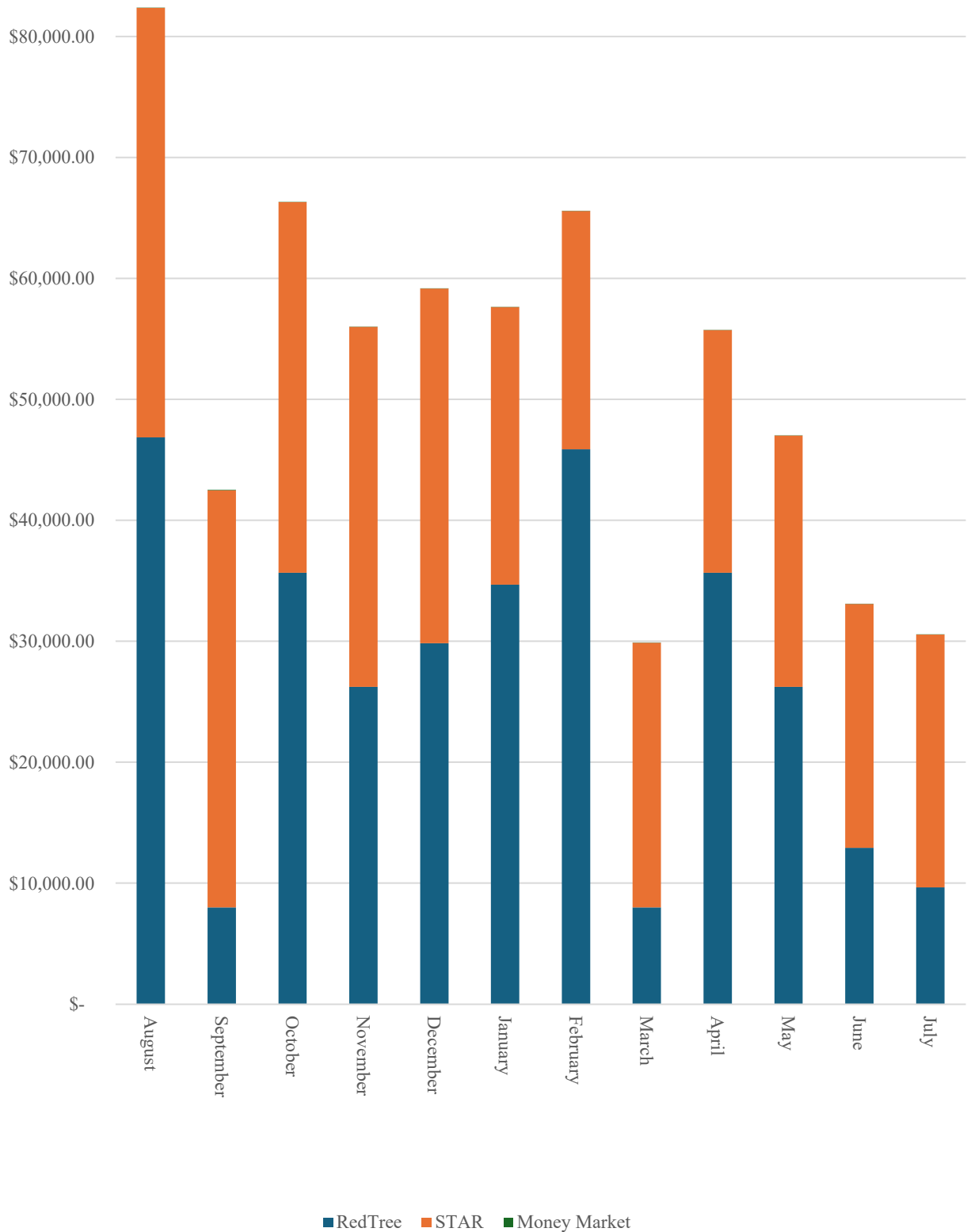
	<b>RedTree</b>	<b>STAR</b>	<b>Money Market</b>	<b>Total</b>
August	\$ 46,865.00	\$ 35,501.98	\$ 28.30	\$ 82,395.28
September	\$ 8,000.00	34,479.31	27.48	42,506.79
October	\$ 35,659.50	30,651.89	27.14	66,338.53
November	\$ 26,226.25	29,763.90	26.35	56,016.50
December	\$ 29,837.06	29,314.29	25.95	59,177.30
January	\$ 34,679.03	22,954.10	26.04	57,659.17
February	\$ 45,871.25	19,704.93	22.35	65,598.53
March	\$ 8,000.00	21,876.42	24.81	29,901.23
April	\$ 35,659.50	20,055.71	22.75	55,737.96
May	\$ 26,226.25	20,782.15	23.57	47,031.97
June	\$ 12,916.75	20,169.83	22.88	33,109.46
July	\$ 9,650.00	20,900.41	23.71	30,574.11
	<b>\$ 319,590.59</b>	<b>\$ 306,154.92</b>	<b>\$ 301.33</b>	<b>\$ 626,046.83</b>

**Investment Maturity Summary**

<b>Agency</b>	<b>Less than One Year</b>	<b>One to Three Years</b>	<b>Three to Five Years</b>	<b>Total</b>
STAR Ohio	\$ 9,914,659	\$ -	\$ -	\$ 9,914,659
Money Market	7,902	-	-	7,902
FFCB	-	-	400,000	400,000
FHLB	500,000	2,150,000	300,000	2,950,000
FHLMC	-	-	260,000	260,000
FNMA	-	650,000	-	650,000
UST	250,000	-	1,950,000	2,200,000
Commercial Paper	1,450,000	-	-	1,450,000
Certificate of Deposit	-	385,000	494,000	879,000
Total	<b>\$ 12,122,561</b>	<b>\$ 3,185,000</b>	<b>\$ 3,404,000</b>	<b>\$ 18,711,561</b>

*See Notes to the Investment Report*

## Monthly Projected Investment Income - Next Twelve Months





The Regional Community  
Foundation

THE DAYTON FOUNDATION  
Summary Report  
For the Two Quarters Ended 06/30/2025  
Washington-Centerville Public Library Foundation Fund (2461)

Specially Prepared for Advisor

Opening Balance as of January 1	\$199,395.95
Investment Income	1,447.85
Change in Market Value	13,154.60
Gifts Received	1,500.00
Interfund Transfers	150.00
Broker Fees / Commissions/ Credit Card Fees	(15.00)
Community Investment Fee*	(531.68)
Investment Manager's Fee	(390.97)
Grants Paid	0.00
Program Expenses	0.00
Ending Balance for Second Quarter	<u>\$214,710.75</u>

Save the date for one of the most anticipated events in Dayton! The Dayton Foundation's 2025 Meeting Celebration – Celebrate CommUnity! – will be held on Thursday, September 25, from 6:30 to 8:30 p.m. at Carillon Historical Park. We hope to see you there!

If you have any questions about this statement or your fund, please contact:

Casey Hubbell, Donor Services Associate  
Direct: (937) 225-9936, [chubbell@daytonfoundation.org](mailto:chubbell@daytonfoundation.org)  
Toll Free: (877) 222-0410, Fax: (937) 222-0636

\* This previously was titled "Foundation Fees." This enables The Dayton Foundation to operate and to help our Greater Dayton community by growing philanthropy, serving donors and nonprofit organizations and undertaking special community projects and initiatives that enhance our community today and in the future.

THE DAYTON FOUNDATION  
Summary Report  
For the Two Quarters Ended 06/30/2025  
Washington-Centerville Public Library Foundation Fund (2461)

<b>Date</b>	<b>Transactions by Quarter Description</b>	<b>Amount</b>
	Opening Balance	\$199,395.95
01/27/2025	Interfund Transfer from Amy Barker and Dominic Backowski Fund to #2461	150.00
01/31/2025	Change In Market Value	6,052.33
01/31/2025	Investment Income Earned	142.01
01/31/2025	Investment Manager's Fee	(58.13)
02/28/2025	Change In Market Value	(2,178.79)
02/28/2025	Investment Income Earned	168.36
02/28/2025	Investment Manager's Fee	(77.15)
03/12/2025	Credit Card Processing Fees	(1.50)
03/12/2025	Gift Received from Georgia Mergler	50.00
03/31/2025	Change In Market Value	(6,871.51)
03/31/2025	Community Investment Fee Paid for Quarter	(265.84)
03/31/2025	Investment Income Earned	331.98
03/31/2025	Investment Manager's Fee	(59.27)
	Ending Balance For First Quarter	\$196,778.44
04/07/2025	Gift Received from Estate of Robert G. Thobaben	1,000.00
04/21/2025	Credit Card Processing Fees	(3.00)
04/21/2025	Gift Received from Mr. Blake Nischwitz	100.00
04/30/2025	Change In Market Value	(116.98)
04/30/2025	Investment Income Earned	147.32
04/30/2025	Investment Manager's Fee	(61.59)
05/20/2025	Credit Card Processing Fees	(9.00)
05/20/2025	Gift Received from Ms. Jane L. Robbins In Memory of Derek Christopher Robbins	300.00
05/31/2025	Change In Market Value	9,087.13
05/31/2025	Investment Income Earned	178.47
05/31/2025	Investment Manager's Fee	(74.55)
06/14/2025	Credit Card Processing Fees	(1.50)
06/14/2025	Gift Received from Mrs. Lynn DeClark In Honor of Joan Cordonnier	50.00
06/30/2025	Change In Market Value	7,182.42
06/30/2025	Community Investment Fee Paid for Quarter	(265.84)
06/30/2025	Investment Income Earned	479.71
06/30/2025	Investment Manager's Fee	(60.28)
	Ending Balance For Second Quarter	\$214,710.75



The Regional Community  
Foundation

THE DAYTON FOUNDATION  
Summary Report  
For the Two Quarters Ended 06/30/2025  
Dorothy R. Yeck Endowment Fund for the Arts at Woodbourne Library  
(2946)

Specially Prepared for Advisor

Opening Balance as of January 1	\$435,325.59
Investment Income	3,590.61
Change in Market Value	22,953.03
Gifts Received	0.00
Interfund Transfers	0.00
Broker Fees / Commissions/ Credit Card Fees	0.00
Community Investment Fee*	(2,233.14)
Investment Manager's Fee	(667.79)
Grants Paid	0.00
Program Expenses	0.00
Ending Balance for Second Quarter	<u>\$458,968.30</u>

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THE DAYTON FOUNDATION  
Summary Report  
For the Two Quarters Ended 06/30/2025  
Dorothy R. Yeck Endowment Fund for the Arts at Woodbourne Library  
(2946)

<b>Date</b>	<b>Transactions by Quarter Description</b>	<b>Amount</b>
	Opening Balance	\$435,325.59
01/31/2025	Change In Market Value	9,422.96
01/31/2025	Investment Income Earned	322.26
01/31/2025	Investment Manager's Fee	(100.78)
02/28/2025	Change In Market Value	246.04
02/28/2025	Investment Income Earned	436.34
02/28/2025	Investment Manager's Fee	(135.37)
03/31/2025	Change In Market Value	(12,253.01)
03/31/2025	Community Investment Fee Paid for Quarter	(1,116.57)
03/31/2025	Investment Income Earned	736.36
03/31/2025	Investment Manager's Fee	(99.97)
	Ending Balance For First Quarter	\$432,783.85
04/30/2025	Change In Market Value	(122.53)
04/30/2025	Investment Income Earned	732.43
04/30/2025	Investment Manager's Fee	(99.53)
05/31/2025	Change In Market Value	13,795.54
05/31/2025	Investment Income Earned	439.65
05/31/2025	Investment Manager's Fee	(135.30)
06/30/2025	Change In Market Value	11,864.03
06/30/2025	Community Investment Fee Paid for Quarter	(1,116.57)
06/30/2025	Investment Income Earned	923.57
06/30/2025	Investment Manager's Fee	(96.84)
	Ending Balance For Second Quarter	\$458,968.30

APPENDED TO AUGUST 19, 2025 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
2504	7/31/2025	Kindred Spirits Investment Management, LLC	EFT	\$ 776.45
46663	7/28/2025	Amazon Capital Services, Inc.	Check	2,311.02
46664	7/28/2025	CENTERVILLE CITY SCHOOLS	Check	41,877.08
46665	7/28/2025	CENTERVILLE ROTARY CLUB	Check	285.00
46666	7/28/2025	CHARTER COMMUNICATIONS	Check	274.98
46667	7/28/2025	DELTA DENTAL	Check	1,927.68
46668	7/28/2025	DEMCO, INC.	Check	263.37
46669	7/28/2025	DONNELSON MCCARTHY	Check	353.46
46670	7/28/2025	HOME DEPOT CREDIT SERVICES	Check	573.32
46671	7/28/2025	KORRECT PLUMBING CO INC.	Check	173.19
46672	7/28/2025	KROGER CO.	Check	287.32
46673	7/28/2025	One America	Check	246.43
46674	7/28/2025	STAPLES BUSINESS ADVANTAGE	Check	493.10
46675	7/28/2025	SUSAN CANNAVINO	Check	125.00
46676	7/28/2025	TFG Entertainment LLC	Check	225.00
46677	7/28/2025	WOODHULL CORPORATION	Check	1,466.13
46678	8/1/2025	AES Ohio	Check	20.76
46679	8/1/2025	AES Ohio	Check	1,560.55
46680	8/1/2025	AT&T	Check	458.53
46681	8/1/2025	CINTAS CORPORATION	Check	29.87
46682	8/1/2025	DSS SWEEPING SERVICE	Check	80.00
46683	8/1/2025	IGS Energy	Check	9,439.31
46684	8/1/2025	ODP BUSINESS SOLUTIONS LLC	Check	790.13
46685	8/1/2025	RIECK MECHANICAL	Check	4,863.13
46686	8/1/2025	STAPLES BUSINESS ADVANTAGE	Check	1,554.32
46687	8/1/2025	Trigon Imaging Solutions	Check	1,646.19
46688	8/1/2025	WILD IRIS PUBLISHING, LLC	Check	2,250.00
46689	8/8/2025	CenterPoint Energy	Check	253.24
46690	8/8/2025	CenterPoint Energy	Check	532.73
46691	8/8/2025	CenterPoint Energy	Check	64.83
46692	8/8/2025	CHARTER COMMUNICATIONS	Check	125.00
46693	8/8/2025	CINTAS CORPORATION	Check	520.27
46694	8/8/2025	DSS SWEEPING SERVICE	Check	123.00
46695	8/8/2025	MARTIN J. GRUNDER JR., INC	Check	3,271.23
46696	8/8/2025	RUMPKE OF OHIO, INC.	Check	896.98
46697	8/8/2025	TRANSFORMATIONS PLUS	Check	1,050.00
46698	8/8/2025	Trigon Imaging Solutions	Check	795.92
46699	8/14/2025	U.S. BANK	Check	2,869.05
46699	8/14/2025	U.S. BANK	Check	90.00
46700	8/14/2025	AES Ohio	Check	1,794.74
46701	8/14/2025	AES Ohio	Check	1,727.73
46702	8/14/2025	Amazon Capital Services, Inc.	Check	5,398.78
46703	8/14/2025	CenterPoint Energy	Check	560.54
46704	8/14/2025	CHARTER COMMUNICATIONS	Check	1,075.61

# Washington-Centerville Public Library

## Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
46705	8/14/2025	LEVEL 3 COMMUNICATIONS LLC	Check	410.62
46706	8/14/2025	MONTGOMERY COUNTY	Check	588.48
46707	8/14/2025	RIECK MECHANICAL	Check	290.19
46708	8/14/2025	RLS Enterprize	Check	42,250.00
46709	8/14/2025	RUMPKE OF OHIO, INC.	Check	247.86
46710	8/14/2025	TFG Entertainment LLC	Check	100.00
46711	8/19/2025	BAKER & TAYLOR, INC	Check	29.03
46712	8/19/2025	BRODART CO.	Check	54,602.97
46713	8/19/2025	CHARD SNYDER & ASSOCIATES	Check	125.00
46714	8/19/2025	DELL MARKETING L.P.	Check	2,077.42
46715	8/19/2025	GARBER CONNECT	Check	1,470.00
46716	8/19/2025	GLEASON PROPERTY SERVICES, LLC	Check	11,540.00
46717	8/19/2025	Joyce Rundlett	Check	14.98
46718	8/19/2025	KANOPY, INC.	Check	2,012.00
46719	8/19/2025	Katherine Sacksteder	Check	48.00
46720	8/19/2025	LWC INC.	Check	5,000.02
46721	8/19/2025	Mark Spaulding Construction Company	Check	180,327.47
46722	8/19/2025	MIDWEST TAPE	Check	24,453.69
46723	8/19/2025	Newspaper Direct Inc.	Check	6,158.00
46724	8/19/2025	OVERDRIVE, INC.	Check	15,433.55
46725	8/19/2025	PLAYAWAY PRODUCTS, LLC	Check	1,137.12
46726	8/19/2025	SOUTH COMMUNITY	Check	202.50
46727	8/19/2025	TODAY'S BUSINESS SOLUTIONS	Check	88.92
46728	8/19/2025	TONIES US, INC.	Check	736.00
46729	8/19/2025	TUMBLEWEED PRESS INC.	Check	1,150.00
46730	8/19/2025	UNIQUE MANAGEMENT SERVICES INC	Check	271.15
46731	8/19/2025	WYSO	Check	150.00
46732	8/19/2025	Zoobean, Inc.	Check	2,684.59
2025000214	7/28/2025	OPERS	EFT	37,218.70
2025000215	7/28/2025	OPERS	EFT	0.08
2025000216	7/31/2025	Merchant eSolutions	EFT	111.87
2025000217	7/31/2025	U.S. BANK	EFT	591.98
2025000218	7/31/2025	Nayax	EFT	163.23
2025000219	7/31/2025	OHIO BUSINESS GATEWAY	EFT	1,286.36
2025000220	8/1/2025	HealthEquity	EFT	7,158.47
2025000221	8/1/2025	INTERNAL REVENUE SERVICE	EFT	1,720.60
2025000223	8/19/2025	CHRIS J. EDDINGTON	EFT	13.65
2025000224	8/19/2025	A.J. SCHWAB	EFT	30.94
2025000225	8/19/2025	Caitlin Spratt	EFT	2.24
2025000226	8/19/2025	DAVE KENT	EFT	39.48
2025000227	8/19/2025	JENNY CATRI	EFT	25.85
2025000228	8/19/2025	Rachel Knight	EFT	10.71
2025000229	8/19/2025	SHELLY PERESIE	EFT	4.48
2025000230	8/19/2025	Jessica Galloway	EFT	27.58

# Washington-Centerville Public Library

## Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
2025000231	8/19/2025	Katherine Watson	EFT	53.34
2025000232	8/19/2025	ALYSSA FRAZIER	EFT	18.06
2025000233	8/19/2025	RUTH ANNE ATTALLA	EFT	31.29
2025000234	8/19/2025	DARRILYNN BREWSTER	EFT	38.08
2025000235	8/19/2025	WILLIAM MENKER	EFT	205.03
2025000236	8/19/2025	JENELLE ALLEN	EFT	8.54
2025000237	8/19/2025	MICHELLE FANG	EFT	16.38
2025000238	8/19/2025	Gregg McCullough	EFT	14.28
2025000239	8/19/2025	Allie Woods	EFT	30.94
2025000240	8/19/2025	JAMIE GARCIA	EFT	13.16
2025000241	8/19/2025	Laura Fitzpatrick	EFT	9.80
	8/1/2025	Payroll #16	ACH	131,084.59
	8/15/2025	Payroll #17	ACH	131,135.37
				<u>\$ 760,165.61</u>

# **New Business**

**Washington-Centerville Public Library**  
**Appropriation Transfer**  
**August 19, 2025**

**Transfer**

From			To		
Account	Description	Amount	Account	Description	Amount
101.15.53290	Marketing - Printing/Publications	\$ 250.00	101.20.53800	Systems - Online Services	\$ 250.00
	Total From:	\$ 250.00		Total To:	\$ 250.00

Justification: This transfer was requested by the Marketing and Communications department for the purchase of Adobe Premier Pro for use by the Content Creator. This was not originally planned for purchase, but after a product trial, was determined to be the best product for content creation.

# Monthly Statistics



## MONTHLY STATISTICS

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
<b>CIRCULATION</b>												
Total Circulation	64,256	18,883	-70.6%	46,651	67,471	44.6%	3	5	66.7%	155,392	136,288	-12.3%
<b>APPLICANT REGISTRATION</b>												
Total Registrations	377	366	-2.9%	264	306	15.9%				641	672	4.8%
<b>LIBRARY CARDHOLDERS</b>												
Total Library Cardholders										67,203	64,035	-4.7%
<b>VISITORS</b>												
Building Visitors	19,069	3,257	-82.9%	14,313	20,463	43.0%	1,793	1,688	-5.9%	35,175	25,408	-27.8%
Website Visitors										126,081	125,497	-0.5%
Total Visitors										161,256	150,905	-6.4%
<b>PATRON ASSISTANCE--ALL DEPT.</b>												
Total Patron Assistance	4,649	2,121	-54.4%	4,180	6,966	66.7%	1,567	447	-71.5%	10,396	9,534	-8.3%
	AT THE LIBRARY			OFFSITE			VIRTUAL			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
<b>PROGRAMS</b>												
Adult Programs	24	19	-20.8%	21	20	-4.8%	6	4	-33.3%	51	43	-15.7%
Adult Attendees	1,298	1,206	-7.1%	71,517	476	-99.3%	282	123	-56.4%	73,097	1,805	-97.5%
General Programs	0	1	0.0%	0	3	0.0%	0	0	0.0%	0	4	0.0%
General Attendees	0	9	0.0%	0	564	0.0%	0	0	0.0%	0	573	0.0%
Children's (Ages 0-5) Programs	32	23	-28.1%	20	15	-25.0%	0	0	0.0%	52	38	-26.9%
Children's (Ages 0-5) Attendees	1,140	1,050	-7.9%	301	294	-2.3%	0	0	0.0%	1,441	1,344	-6.7%
Children's (Ages 6-11) Programs	14	9	-35.7%	1	4	300.0%	0	0	0.0%	15	13	-13.3%
Children's (Ages 6-11) Attendees	2,126	1,645	-22.6%	21	150	614.3%	0	0	0.0%	2,147	1,795	-16.4%
Teen (Ages 12-18) Programs	9	9	0.0%	0	0	0.0%	0	0	0.0%	9	9	0.0%
Teen (Ages 12-18) Attendees	671	661	-1.5%	0	0	0.0%	0	0	0.0%	671	661	-1.5%
Total Library Programs	79	61	-22.8%	42	42	0.0%	6	4	-33.3%	127	107	-15.7%
Total Library Program Attendees	5,235	4,571	-12.7%	71,839	1,484	-97.9%	282	123	-56.4%	77,356	6,178	-92.0%

## MONTHLY CIRCULATION

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
<b>PRINT CIRCULATION</b>												
Adult Books	19,017	3,031	-84.1%	13,997	21,843	56.1%	3	3	0.0%	33,017	24,877	-24.7%
Juvenile Books	26,232	12,777	-51.3%	18,102	23,861	31.8%	0	2	0.0%	44,334	36,640	-17.4%
Off Line Transactions										5	5	0.0%
Periodicals	2,147	156	-92.7%	1,352	1,956	44.7%	0	0	0.0%	3,499	2,112	-39.6%
Young Adult Books	2,324	943	-59.4%	1,770	2,145	21.2%	0	0	0.0%	4,094	3,088	-24.6%
Total Print Circulation	49,720	16,907	-66.0%	35,221	49,805	41.4%	3	5	66.7%	84,949	66,722	-21.5%
<b>AV CIRCULATION</b>												
Audiobooks	2,598	975	-62.5%	2,031	3,069	51.1%				4,629	4,044	-12.6%
Movies (DVDs/Blu-rays)	10,210	294	-97.1%	7,786	11,319	45.4%				17,996	11,613	-35.5%
Music (Compact Discs)	532	0	-100.0%	506	787	55.5%				1,038	787	-24.2%
Total AV Circulation	13,340	1,269	-90.5%	10,323	15,175	47.0%				23,663	16,444	-30.5%
<b>LIBRARY OF THINGS CIRCULATION</b>												
Board Games	398	258	-35.2%	381	1,167	206.3%	0	0	0.0%	779	1,425	82.9%
Brary Bags	92	31	-66.3%	58	149	156.9%				150	180	20.0%
Cultural Passes**	9	22	144.4%	9	67	644.4%	0	0	0.0%	18	89	394.4%
Hotspots	13	7	-46.2%	13	18	38.5%	0	0	0.0%	26	25	-3.8%
Maker Kits	133	96	-27.8%	82	252	207.3%	0	0	0.0%	215	348	61.9%
Streaming Devices	72	63	-12.5%	53	97	83.0%	0	0	0.0%	125	160	28.0%
Streaming Device+Hotspot Combos**	10	6	-40.0%	7	8	14.3%	0	0	0.0%	17	14	-17.6%
Juvenile Tablets	464	219	-52.8%	504	733	45.4%				968	952	-1.7%
Total Library of Things Circulation	1,191	702	-41.1%	1,107	2,491	125.0%	0	0	0.0%	2,298	3,193	38.9%
<b>TOTAL PHYSICAL CIRCULATION</b>												
Adult Circulation	30,655	3,742	-87.8%	22,740	35,358	55.5%	3	3	0.0%	53,398	39,103	-26.8%
Juvenile Circulation	31,213	14,198	-54.5%	22,089	29,846	35.1%	0	2	0.0%	53,302	44,046	-17.4%
Young Adult Circulation	2,388	943	-60.5%	1,822	2,267	24.4%	0	0	0.0%	4,210	3,210	-23.8%
Total Physical Circulation	64,256	18,883	-70.6%	46,651	67,471	44.6%	3	5	66.7%	110,910	86,359	-22.1%
<b>SEARCHOHIO/OHIOLINK CIRCULATION</b>												
SearchOhio/OhioLink Borrowed*										1,273	1,371	7.7%
<b>DIGITAL CIRCULATION</b>												
eAudiobooks										17,168	19,951	16.2%
eBooks										19,911	20,321	2.1%
eMusic										356	386	8.4%
eVideo										2,334	3,252	39.3%
eZines (Digital Magazines)										3,440	4,648	35.1%
Total Digital Circulation										43,209	48,558	12.4%

NOTES:

\*SearchOhio temporarily unavailable - Aug-Oct 2025

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

## YEAR-TO-DATE STATISTICS

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
<b>CIRCULATION</b>												
Total Circulation	403,707	196,822	-51.2%	286,343	381,832	33.3%	52	60	15.4%	993,754	907,776	-8.7%
<b>APPLICANT REGISTRATION</b>												
Total Registrations	2,522	2,165	-14.2%	1,404	1,638	16.7%				3,926	3,803	-3.1%
<b>LIBRARY CARDHOLDERS</b>												
Total Library Cardholders										67,203	64,035	-4.7%
<b>VISITORS</b>												
Building Visitors	118,257	39,065	-67.0%	88,551	113,689	28.4%	11,228	14,251	26.9%	218,036	167,005	-23.4%
Website Visitors										899,352	1,271,749	41.4%
Total Visitors										1,117,388	1,438,754	28.8%
<b>PATRON ASSISTANCE--ALL DEPT.</b>												
Total Patron Assistance	26,024	16,276	-37.5%	22,176	31,727	43.1%	9,056	12,875	42.2%	57,256	60,878	6.3%
	AT THE LIBRARY			OFFSITE			VIRTUAL			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
<b>PROGRAMS</b>												
Adult Programs	251	152	-39.4%	102	128	25.5%	31	35	12.9%	384	315	-18.0%
Adult Attendees	5,817	2,760	-52.6%	73,614	2,816	-96.2%	1,261	1,451	15.1%	80,692	7,027	-91.3%
General Programs	0	6	0.0%	0	8	0.0%	0	0	0.0%	0	14	0.0%
General Attendees	0	162	0.0%	0	2,564	0.0%	0	0	0.0%	0	2,726	0.0%
Children's (Ages 0-5) Programs	219	193	-11.9%	99	39	-60.6%	0	0	0.0%	318	232	-27.0%
Children's (Ages 0-5) Attendees	5,735	5,193	-9.5%	1,717	1,050	-38.8%	0	0	0.0%	7,452	6,243	-16.2%
Children's (Ages 6-11) Programs	85	55	-35.3%	48	21	-56.3%	0	1	0.0%	133	77	-42.1%
Children's (Ages 6-11) Attendees	3,897	2,656	-31.8%	1,424	1,139	-20.0%	0	148	0.0%	5,321	3,943	-25.9%
Teen (Ages 12-18) Programs	52	53	1.9%	9	5	-44.4%	0	1	0.0%	61	59	-3.3%
Teen (Ages 12-18) Attendees	1,346	1,360	1.0%	280	838	199.3%	0	39	0.0%	1,626	2,237	37.6%
Total Library Programs	607	459	-24.4%	258	201	-22.1%	31	37	19.4%	896	697	-22.2%
Total Library Program Attendees	16,795	12,131	-27.8%	77,035	8,407	-89.1%	1,261	1,638	29.9%	95,091	22,176	-76.7%

## YEAR-TO-DATE CIRCULATION

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)	2024	2025	%(+/-)
<b>PRINT CIRCULATION</b>												
Adult Books	124,199	50,922	-59.0%	88,851	122,499	37.9%	41	45	9.8%	213,091	173,466	-18.6%
Juvenile Books	164,274	105,504	-35.8%	111,154	136,030	22.4%	10	12	20.0%	275,438	241,546	-12.3%
Off Line Transactions										39	62	59.0%
Periodicals	13,197	3,084	-76.6%	8,014	10,265	28.1%	0	0	0.0%	21,211	13,349	-37.1%
Young Adult Books	13,378	7,231	-45.9%	9,112	11,041	21.2%	0	3	0.0%	22,490	18,275	-18.7%
Total Print Circulation	315,048	166,741	-47.1%	217,131	279,835	28.9%	51	60	17.6%	532,269	446,698	-16.1%
<b>AV CIRCULATION</b>												
Audiobooks	15,018	8,143	-45.8%	12,365	16,584	34.1%				27,383	24,727	-9.7%
Movies (DVDs/Blu-rays)	64,316	16,098	-75.0%	47,985	68,340	42.4%				112,301	84,438	-24.8%
Music (Compact Discs)	3,055	153	-95.0%	3,467	4,641	33.9%				6,522	4,794	-26.5%
Total AV Circulation	82,389	24,394	-70.4%	63,817	89,565	40.3%				146,206	113,959	-22.1%
<b>LIBRARY OF THINGS CIRCULATION</b>												
Board Games	1,804	2,126	17.8%	1,894	5,991	216.3%	1	0	-100.0%	3,699	8,117	119.4%
'Brary Bags	547	370	-32.4%	430	746	73.5%				977	1,116	14.2%
Cultural Passes**	40	117	192.5%	21	254	#####	0	0	0.0%	61	371	508.2%
Hotspots	86	64	-25.6%	130	143	10.0%	0	0	0.0%	216	207	-4.2%
Maker Kits	789	622	-21.2%	522	1,231	135.8%	0	0	0.0%	1,311	1,853	41.3%
Streaming Devices	366	437	19.4%	253	527	108.3%	0	0	0.0%	619	964	55.7%
Streaming Device+Hotspot Combos**	46	53	15.2%	35	68	94.3%	0	0	0.0%	81	121	49.4%
Juvenile Tablets	2,567	1,836	-28.5%	2,110	3,472	64.5%				4,677	5,308	13.5%
Total Library of Things Circulation	6,245	5,625	-9.9%	5,395	12,432	130.4%	1	0	-100.0%	11,641	18,057	55.1%
<b>TOTAL PHYSICAL CIRCULATION</b>												
Adult Circulation	198,761	70,203	-64.7%	144,127	202,800	40.7%	42	45	7.1%	342,930	273,048	-20.4%
Juvenile Circulation	191,273	119,388	-37.6%	132,867	167,497	26.1%	10	12	20.0%	324,150	286,897	-11.5%
Young Adult Circulation	13,673	7,231	-47.1%	9,349	11,535	23.4%	0	3	0.0%	23,022	18,769	-18.5%
Total Physical Circulation	403,707	196,822	-51.2%	286,343	381,832	33.3%	52	60	15.4%	690,102	578,714	-16.1%
<b>SEARCHOHIO/OHIOLINK CIRCULATION</b>												
SearchOhio/OhioLink Borrowed*										8,916	9,755	9.4%
<b>DIGITAL CIRCULATION</b>												
eAudiobooks										113,601	129,243	13.8%
eBooks										135,579	135,407	-0.1%
eMusic										2,197	2,620	19.3%
eVideo										17,056	18,929	11.0%
eZines (Digital Magazines)										26,303	33,108	25.9%
Total Digital Circulation										294,736	319,307	8.3%

NOTES:

\*SearchOhio temporarily unavailable - Aug-Oct 2025

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