As the newest Executive Director, I am pleased to offer a report of the activities of Public Library of Youngstown and Mahoning County staff and libraries for 2017. I officially joined the system on the last day of the working year, having been selected in October to replace Ms. Heidi Daniel. Thanks go out to Mrs. Sue Merriman, who served as Interim Director from July through December. My main reasons for wanting to come to Youngstown were the progressive Staff, the supportive Board, and a Community that truly loves their Library. All of these resources added up to another productive and successful year.

Several building-related projects were in the works, including ongoing construction of the new West Library, which was renamed in memory of Youngstown resident Michael Kusalaba, whose family donated $1.68 million for this project from the Michael Kusalaba Fund in the Youngstown Foundation. In April we opened an “Express” Library in the lobby of the Oh Wow! Children’s Science and Technology Museum. The service was a one-year experiment to see if we could better serve the museum attendees and those working downtown. We opened another Express Library in the Campbell City Schools D’Amato Field House inside the high school in September after having to close the Campbell Branch Library due to structural issues. The Campbell Branch Library will eventually be housed in the Campbell Schools’ new facility, the Community Literacy Workforce & Cultural Center (CLWCC), which is expected to open in 2019.

Major service changes for the year included a renewed emphasis on helping community members find jobs and increase their work skills. PLYMC partnered up with Ohio Means Jobs to help people maximize their use of the OMJ website, and began offering Lynda.com and other online training resources. In September, the state of the art Career and Job Center opened at the Main Library to provide a dedicated space for training job seekers.

Major improvements also came to PLYMC’s collections this year, starting

An image of Aimee Fifarek, Executive Director of PLYMC

Mary Kay Andrews was guest author at the annual Library Literary Society event

AIMEE FIFAREK, EXECUTIVE DIRECTOR, PLYMC

AUTHORS

The Library brought in best-selling authors like Rosemary Wells for kids completing Summer Discovery, Andrea Davis Pinkney for Black History Month, and Mary Kay Andrews for the Literary Society
with the hiring of Collection Access Manager Brigid Novak. Ms. Novak has been working to modernize the way the Library selects and processes books, movies, music and electronic resources, ensuring that PLYMC is making the best possible use of the money spent on collection materials. In October, the new online catalog and mobile app debuted, providing library patrons with new and intuitive ways to find materials regardless of what device they use.

With so many changes happening during 2017, it is only appropriate to bring some changes to the PLYMC Annual Report as well. You will find a streamlined version of the annual library statistics, and a more intuitive representation of the annual budget. Our goal with this Annual Report is to provide you with a straightforward look at the state of the Public Library of Youngstown and Mahoning County – which I am happy to say strong and growing. Thank you for your support during 2017!

In 2017, Dough House Cookies opened inside the Canfield Library.

A Message From DR. DAVID RITCHIE, PRESIDENT, LIBRARY TRUSTEES

The year 2017 was a year of change, with a change in Library Executive Director among the most important. In December, after a long and thorough search, the Library and Board welcomed Aimee Fifarek as PLYMC’s new Executive Director. She was chosen from a wide field of candidates to replace former director Heidi Daniel. The Board commends Ms. Daniel, as well as Sue Merriman, who served as Interim Director during the search. Ms. Fifarek took the helm, bringing enthusiasm, new ideas and innovations to our library system, while aiming to retain the high quality of service our customers have come to expect. We are pleased to be working with her and look forward to what she will bring to the Library and the community.
**WHAT DOES IT COST TO RUN THE LIBRARY?**

$14 million in 2017*

(From the Financial Report – General Fund Expenses).

- TECHNOLOGY - 5 FTE**   .4M
- ADMINISTRATION - 13.54 FTE  1.1M
- BUILDING/VEHICLE MAINTENANCE - 11.6 FTE  2.0M
- PROGRAMMING - 20.24 FTE  3.7M
- COLLECTION/SERVICES - 123.4 FTE  6.6M

*Does not include encumbered balance and balance forward.
**FTE: Full-Time Equivalent

**WHERE DOES THE MONEY COME FROM?**

$18 million in 2017*

(From the Financial Report – General Fund Receipts).

- INTEREST AND OTHER SOURCES  59%
- ANNUAL TRUST DISTRIBUTIONS  39%
- 2017 DONATIONS .02%

**HOW ARE WE PREPARING FOR THE FUTURE?**

$34 million in 2017*

- TECHNOLOGY RESERVE .6M
- MAINTENANCE PLAN 2.0M
- PROJECT CONTINGENCY 2.5M
- GENERAL RESERVE 4M
- BRANCH LIBRARY RENOVATION 4.6M
- MAIN LIBRARY RENOVATION 21M
- TECHNOLOGY RESERVE .4M

*Does not include encumbered balance and balance forward.

**HOW DO COMMUNITY CONTRIBUTIONS HELP?**

$179,000 total in 2017*

2017 LIBRARY STATISTICS

2017 OFFICERS – BOARD OF TRUSTEES
- DR. DAVID RITCHIE, President
- DELORES CRAWFORD, Vice President
- MARK J. MROFCHAK, Fiscal Officer*
- TINA McBANE, Deputy Fiscal Officer*
*Non-Voting
- AIMEE FIFAREK, Executive Director*

2017 BOARD OF TRUSTEES
- RICHARD ATKINSON
- ALEX BENYO
- ALEXA SWEENEY BLACKAN
- TIMOTHY BRESNAN
- DELORES CRAWFORD
- JUDGE MARY DeGENARO
- TERRY DIMASCIO
- THOMAS M. FROST
- JAMES J. MEEHAN
- JUDITH SCHMUTZ
- RONALD STROLLO
- CAROLE S. WEIMER
- JOHN H. YERIAN III
- RALPH T. MEACHAM (Non-Voting)
- THE HONORABLE JAMIE L TITO BROWN (Non-Voting)

2017 LIBRARY LOCATIONS
- MAIN LIBRARY
- AUSTINTOWN
- BOARDMAN
- BROWNLEE WOODS
- CAMPBELL EXPRESS
- CANFIELD
- EAST
- GREENFORD
- UNDER CONSTRUCTION
- SPECIAL DELIVERY
- OH WOW! EXPRESS
- POP-UP LIBRARY MOBILE SERVICE

WHO IS PLYMC?
POPULATION SERVED 233,768
CARDHOLDERS 107,112
SPECIAL DELIVERY
Library-by-Mail Patrons 62,881
LIBRARIES 15
STAFF:
Full Time 138
Part Time 58

WHAT YOU CAN READ, WATCH AND DOWNLOAD FROM PLYMC
BOOKS IN ALL LIBRARIES 659,734
E-BOOKS 32,075
AUDIO E-BOOKS 6,684
BOOKS ON CD 14,240
DVDs 72,019
MUSIC CDs 23,443
PERIODICAL & NEWSPAPER TITLES 347

HOW YOU ARE USING PLYMC
CHILDREN’S PROGRAMMING
Number of Programs 2,481
Children Reached Through School Visits & Programming 83,565
Summer Discovery Registrants 3,604

TEEN PROGRAMMING
Number of Programs 694
Teens Reached Through School Visits & Programming 18,749
Summer Discovery Registrants 612

ADULT PROGRAMMING
Number of Programs 2,248
Adults Reached Through Programming 14,970
Summer Discovery Registrants 1,334

DOOR COUNTS (visitors) 989,374
REFERENCE QUESTIONS ANSWERED 271,817
CIRCULATION TOTAL 1,646,670
SEARCH OHIO CIRCULATION
Borrowed Items 79,729
Loaned Items 21,953

TECHNOLOGY @ PLYMC
PUBLIC COMPUTERS 284
WiFi SESSIONS 86,857
COMPUTER SESSIONS 165,910
WEBSITE ACTIVITY (user sessions - LibraryVisit.org) 948,981

117,000
children, teens and adults reached through school visits and library programming.

808,000
items available for check out — including books, ebooks, audio books, music and more.

1.2 million
WiFi sessions, public computer and website user sessions.

107,000
107,000 cardholders in 2017.

102,000
102,000 cardholders in 2016.
### 2017 Financial Report

#### General Fund 12/31/17

<table>
<thead>
<tr>
<th>Encumbered Balance</th>
<th>$550,910.99</th>
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</thead>
<tbody>
<tr>
<td>Balance Forward</td>
<td>4,728,588.80</td>
</tr>
</tbody>
</table>

**RECEIPTS**

- Public Library Fund: 8,670,187.81
- Property Tax: 8,087,412.77
- Intergovernmental: 1,100,861.49
- Patron Fines & Fees: 175,905.56
- Interest Income: 84,708.72
- Rental/Lease Income: 41,306.25
- Miscellaneous: 96,884.92

**TOTAL RECEIPTS and BALANCES**: $23,536,767.31

**EXPENSES**

- Salaries and Benefits: $9,221,053.40
- Supplies: 467,451.57
- Purchased and Contracted Services: 2,430,671.71
- Library Materials: 1,848,351.66
- Equipment: 59,835.11
- Other Objects: 53,964.36
- Transfers to Other Funds: 4,061,670.00
- Encumbered Balance Forward, 12/31/17: 624,137.24

**TOTAL EXPENSES and BALANCES**: $23,536,767.31

#### Technology Development Fund 12/31/17

<table>
<thead>
<tr>
<th>Encumbered Balance</th>
<th>$8,334.28</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward</td>
<td>685,722.45</td>
</tr>
</tbody>
</table>

**RECEIPTS**

- Interest Income: $11,459.09
- Miscellaneous: -
- Transfers From Other Funds: 150,000.00

**TOTAL RECEIPTS and BALANCES**: $855,515.82

**EXPENSES**

- Investment/Banking Fees: $245.01
- Equipment: 191,693.98
- Encumbered Balance Forward, 12/31/17: 34,911.03

**TOTAL EXPENSES and BALANCES**: $855,515.82

#### Library Foundation 12/31/17

| Balance Forward | $551,175.67 |

**RECEIPTS**

- Distributions from Trust Funds: 104,918.17
- Contributions: 71,018.51
- Miscellaneous: 2,312.82
- Interest and Investment Income: 975.00

**TOTAL RECEIPTS and BALANCE**: $730,400.17

**EXPENSES**

- Books and Related Purchases: $122,595.79
- Audit Fees: 3,575.00
- Legal Fees: 2,053.37
- Marketing Costs: 324.80
- Miscellaneous: -

**TOTAL EXPENSES and BALANCE**: $730,400.17

#### Building and Repair Fund 12/31/17

| Encumbered Balance Forward | $3,519,539.00 |
| Balance Forward            | 30,023,890.90 |

**RECEIPTS**

- Interest Income: 268,818.19
- Contributions: 345,349.64
- Miscellaneous: -
- Transfers From Other Funds: 3,911,670.00

**TOTAL RECEIPTS and BALANCES**: $38,069,267.73

**EXPENSES**

- Investment/Banking Fees: $11,387.49
- New Buildings: 3,184,863.93
- Building Improvements: -
- Equipment: 127,772.67
- Encumbered Balance Forward, 12/31/17: 644,290.07

**TOTAL EXPENSES and BALANCE**: $38,069,267.73