



Board of Trustee Annual and Regular Meeting

Main Library 2nd Floor Board Meeting Room/Zoom

February 13, 2025

4:00 pm

The agenda, Director & CEO and Chief Financial Officer's reports
and other materials are enclosed for your review

Please RSVP to the meeting on the board software



Meeting Book - Annual and Regular Board of Trustee Meeting

I. Call to Order - Annual Meeting

C Weimer

II. Election of Trustees

Motion to nominate members whose term expires 2025 to 3 year terms

M Sallee

1. Carole Weimer
2. Denise Glinatsis Bayer
3. Alexa Sweeney Blackann
4. Mariel Sallee
5. JoAnn Stock

III. Nomination of Officers

Motion for Election of Officers for terms expiring 2026

M Sallee

1. President - Carole Weimer
2. Vice-President- Mariel Sallee

IV. Adjournment of Annual Meeting and Open Regular Meeting

C Weimer

V. Minutes

Motion to approve the minutes of the December 12, 2024 meeting as written and distributed

C Weimer

1. December 12, 2024 Minutes

VI. Chief Financial Officer's Report

Motion to approve

M Mrofchak

1. CFO Report-February 13, 2025
2. Annual Trust Fund Summary-2024
3. Annual Listing of Donations-2024

VII. Director & Chief Executive Officer's Report

A Fifarek

1. February 13, 2025 Director & CEO Report

VIII. Executive Session

Motion to go into Executive Session to discuss the Director & CEO's evaluation. Roll Call Vote Required

IX. Committee Reports

1. President's Update
2. Nominating Committee
Update
3. Finance, Audit and Investment Committee
Motion to approve

C Weimer

M Sallee

J Meehan

A. Approval of 2024 Revised Appropriations

A. General Fund

A. February 13, 2025 Budget

B. Building & Repair Fund

C. Technology Development Fund

B. Approval of the 2025 Permanent Appropriations

A. General Fund

B. Building & Repair Fund

C. Technology Development Fund

C. Motion to adopt the proposed resolution to request advances from the 2025 collections of real estate property taxes

A. Resolution for Advances of Real Estate Property Taxes

4. Service & Personnel Committee

Motion recommending the adoption of the proposed resolution recognizing the retirement of Judith Sluss

T Frost

A. J Sluss Resolution

5. Bylaws Committee

Update

D Bayer

6. Building & Sites Committee

Update

R Strollo

7. Development Committee

Update

A Blackann

A. 2025 Giving Calendar

8. Executive Committee

Update

C Weimer

X. Report from Legal Counsel

M Boetcher

XI. Items Too Late for the Agenda

C Weimer

XII. Appointments, Transfers, Resignations, etc

Motion to approve

C Weimer

1. February 13, 2025

XIII. Adjournment

Motion to adjourn

C Weimer

MINUTES

December 12, 2024

The regular meeting of the Board of Trustees of the Reuben McMillan Free Library Association was held on December 14, 2024 at 4:03 p.m. in the Boardman Library meeting room. Presiding over the meeting was Board President Carole Weimer with the following members present in person: Denise Glinatsis Bayer, Alexa Sweeney Blackann, Tom Frost, and Mariel Sallee. Present via zoom: Angela Duskey, JoAnn Stock, Ron Strollo, and Jamie Viano. Absent were: Tim Bresnahan, Delores Crawford, James Meehan, Mayor Jamail Tito Brown, and Ralph Meacham. Also in attendance were Director and Chief Executive Officer Aimee Fifarek, Chief Financial Officer, Deputy Financial Officer/Board Secretary Tina McBane, Atty. Martin Boetcher, and several staff members.

M Sallee made a motion to approve the minutes of the September 12, 2024 meeting as written and distributed. T Frost seconded the motion and the motion passed.

M Mrofchak presented the Chief Financial Officer's Report. Receipts in the General Fund through October 31st were \$19,703,657.61. The two major components of revenue within the General Fund are real estate collections (account #1210) which were \$9,417,126.31 and corresponding homestead/rollback reimbursements, which were \$863,300.29 (account #2210) and the Public Library Fund (account #2200), which was \$8,404,345.68. Our real estate tax collections for 2024 have been completed.

The Library's PLF distribution for October was above our estimate by 24%. Ohio's Office of Budget and Management stated that September state tax receipts came in over what was estimated. The OBM continued to state that even with the overage, overall state tax receipts year-to-date are still coming in less than when compared to 2023.

Adding receipts to the balance forward brought the total available for expenditure to \$34,863,795.55. Expenditures thus far were \$16,585,392.46 with an additional amount reserved through encumbrances for outstanding obligations of \$3,261,036.85.

The Building and Repair Fund posted receipts of \$591,789.17 through October 31st from investment income. Adding receipts to the balance forward brought the total available for expenditure to \$21,762,106.78. Expenditures in the fund were for investment fees and costs associated with various building improvements in the amount of \$120,127.93 with an additional amount encumbered for projects of \$485,507.27.

The Technology Development Fund posted receipts of \$32,015.02 through October 31st from federal e-rate reimbursements and investment income. The balance forward brought the total available for expenditure to \$3,923,788.16. Expenditures totaled \$158,991.34 for investment fees and equipment. The encumbrances for outstanding obligations as of October 31st were \$102,975.56 for this fund.

The amount on deposit with First National Bank on October 31st was \$23,000,763.10 where the sweep account was paying interest at an annual percentage yield of 1.92% and the money market account was paying 4.49%. Last year at this time, the sweep account and money market account were paying 2.02% and 4.59% respectively.

The amount held at Farmers National Bank in a checking account on October 31st was \$25,000. In addition, the library has a sweep account in the amount of \$870,402.44 with an annual percentage yield of 5.12% and investments in CDARS in the amount of \$5,830,934.02 with interest rates ranging from 2.79 to 4.25%. The amount held at Farmers Trust for investment on October 31st was \$12,339,998.48 and was earning market yields at rates ranging from 2.49% to 4.75%.

As of October 31st, the Library Foundation account received \$402,417.65 from trust distributions, interest income and donations. Expenditures totaled \$132,799.78 leaving a balance forward of \$1,999,789.23. Of that amount, \$1,560,491.73 is restricted to honoring the requests of donors. T Frost made a motion to approve the CFO's report. M Sallee seconded the motion with all members voting unanimously.

Director and Chief Executive Officer, A Fifarek, referenced her written report that was included in the board packet.

Director & CEO's Report

December 6, 2024

Upcoming Events

Whether you and your pets are coming to Austintown for holiday photos and letters to Santa Paws (Dec 7), making Old-Fashioned Gingerbread at Newport (Dec 12) or welcoming the Winter Solstice – and the longer days to come – at Sebring (Dec 21), there is PLENTY do at PLYMC this holiday season. Find it all at <https://www.libraryvisit.org/happenings/>.

Current Events @ Your Library

With the latest levy campaign concluded – hurrah! – we are already hard at work on our plans for 2025 and beyond. The voters have given us their support and we will not waste a minute of the next five years. Thank you for all your hard work and support of the levy campaign this year!

A key component of our future work will be our Strategic Facilities Masterplan Project, which kicked off November 14th. The project encompasses an evaluation of all our buildings and their major systems, a community engagement component, and a deep dive into Mahoning County

and PLYMC data to outline trends that can tell us where to direct our efforts and capital dollars in the coming years. Our partners in this – Bialosky and Library Strategies – are keeping us on our toes and have already started their data collection and building evaluations. The process is scheduled to run through May.

Experience Division

Public Service

Adult Initiatives

- Making culinary connections: As with the Culinary Literacy programs at Main, patrons have embraced the additional food programs offered in the old Newport cafe space by both Community Engagement and NP staff, with full rosters and waitlists. The interest is obviously there, and we see opportunity for wellness programs expanding.
- The America 250 Ohio committee is hard at work preparing for the next 2 years of programs celebrating Ohio's history and contributions to America. This includes working with YSU to judge a portion of the History Day projects submitted for local and regional competitions.

Circulation Initiatives

Staff have embraced the intranet as an opportunity to share their creative displays promoting our collections. See some examples from the intranet below. You will see both pop culture references and seasonal displays.

Customer Service Initiatives

Making teen connections: Yes, there are incident reports involving teens, but we are also building connections with them. Staff at Canfield used an incident as the springboard for increasing engagement with their afterschool teens, allowing staff to get to know their teen patrons better and giving teens the opportunity to get to know us and the resources we provide. NP's teens programs have been drawing a regular group and the branch's Xbox still sees frequent use, prompting staff to consider not only replacement of the aging system but building programming around it. For the first time, CM is starting to see afterschool teens as well, perhaps because of us now having a few years of regular classroom visits and outreaches under our belt.

Family Engagement

Youth Initiatives

- Bluey featured prominently in youth programs at MK, CN, and coming soon to CM in December. These programs drew over 300 people and counting. Several patrons sent letters to Bluey, and a few received responses. Please see some samples of those messages below.

- Santa program at Poland on 11/30 drew 360 people. Families thanked staff for bringing Santa to Poland and were thrilled by how things worked out. This was the largest program that Poland has hosted in several years.
- Discovery Rooms are being designed for the East Early Literacy Spaces. A Discovery Room is a themed room that allows open ended exploration and play to help children use their imagination, burgeoning literacy skills, and curiosity to discover a new topic or idea. Thanks to the annual appeal we believe we will be able to launch this idea soon.
- PLYMC submitted 2 grants under the direction of Pam Brockway for Youth Activities. One grant is an LSTA grant to the State of Ohio to create a Literacy focused service model at our MK library that includes a Family Place Library opportunity. We will hear about this grant in early December. The second grant is a national grant to support summer programs for children in neighborhoods who may not be able to travel to a local library. It is a collaboration between our JEDI Specialist Alex Harper and our Community Engagement department. We will learn about the results of that application in the new year.

Community Engagement

Community Engagement will again represent PLYMC at Youngstown's Light Up Night on December 6th. Due to recent issues with the Pop-Up vehicle, the team will be located in DeYor Center with Santa himself.

Marketing

Featured Facebook post for the month was the annual Veteran's Day video. For the first time we partnered with Warren Trumbull on this project and the result was an overwhelming number of submissions. For the first time ever, our video had to be longer than 10 minutes. Check out the result through this [link](#).

Collection Displays



Operations Division

Facilities & Operations Updates

Newport

- Parking lot island landscaping improvements.
- Removed intrusive grasses & shrubbery.
- Tilled the soil and planted grass.
- Relocated healthy plants to other areas.
- Removal of the plants and shrubs from the center islands will resolve the issue with trash and debris collecting in the plants.

Brownlee Woods

- Added lighting to the side driveway.

Sebring

- Permits were approved for internal refresh. Currently working with Sebring City Manager to find a temporary space to operate out of while renovations are being completed. Work to begin at the end of December.

Poland

- Hydrojet all lower-level sewer lines / cleaned grease trap
- Repaired area of small fire near Yellow Creek.

- Replaced dead Yews.

Main

- Painted lower hallway at staff entrance.
- Carpet cleaning throughout the building.

Springfield

- Drywall repairs & paint in high-ceiling area.

MK

- Upgraded duct sensors in meeting room.
- Resolved Leviton lighting panel issues.
- Upgraded exterior door closing system.
- Replaced staff toilet with air assist commode to help with sewer line issues.

Boardman

- 4 new handicap door openers

All

- Purchased and hung pine wreaths & roping for the holidays.
- Landscape clean-up & leaf removal.
- Control systems change for daylight savings time / less daylight.
- Purchased new small trailer.

Maintenance Statistics

- 62 maintenance tickets resolved in November.

Social Work Statistics

- None this month.

Safety Statistics

- None this month.

Rental Coordination Statistics

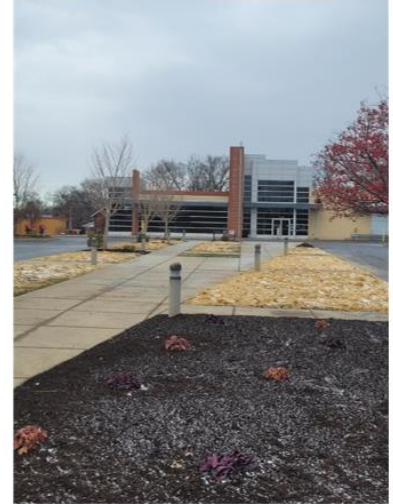
- 460 large & small meeting room bookings were made in November
- 909 study room bookings were made in November



New Trailer (with existing scissor lift)



MK – New Door Openers (above and top right)



Newport Winter Landscaping

Human Resources Division

Personnel

New hires

- None

Resign/Retire

- Rosemarie Maderitz- PT Clerk/Public Service Generalist I - resignation

Promotions

- Dave Taylor- Maintenance Trades/Craftsperson to Maintenance Chief

Vacancies

ADMIN

- Finance Specialist

CMT

- Maintenance Technician–pending external hire to start in January
- Maintenance Trades/Craftsperson (internal)
- FT PSG1 – AU
- PT PSG1- MN

PLAY

- Librarian 3- Family Engagement
- Librarian 7 Supervisor- MK
- FT Librarian 1 – Youth Services - MK

Education & Engagement

- We held our second annual employee recognition event at Westside Bowl on November 10th. We had a record turnout and spent much needed time with each other eating, visiting, and bowling all while celebrating the passage of the levy.
- We have begun the process of implementing our new learning management system, Bridge.
- Held orientation, training, and onboarding for new hires from September and October.
- Visited staff at branches to check in on morale and engagement.

Information Technology Division

- Selected a Cloud backup solution for Office 365 – Veeam Cloud. Will deploy in early 2025.
- Worked with maintenance leadership on the IT related items regarding their new roles and new IT devices.
- Planned MK Maker redeployment with Erin.
- Identified and ordered IT items to be added as part of Sebring Library Refreshed.
- Purchased Pcs with which to upgrade those of the administrative staff in early 2025.
- Ordered and scheduled Main the replacement of the last Modena AV units with Barco ones (week of 12/16).
- TS is selecting and adding new materials. Also prepping to redeploy the Juvenile Research Collection that has been on the 4th floor at Main Library.

Finance Division

Please see the CFO's report included in the meeting book

CEO's Office

Development

- Fundraising
 - Started work on Literary Society Author Event - Author Search
 - Annual Campaign is ready will be mailed by November 25
 - Focus of the campaign is for Early Literacy Supplies for Newport and East Libraries

- Met with Shawntee Burton, Philanthropic Services Director, of the Community Foundation to establish a relationship
- Working on the 2025 Development Plan and Development Budget
- Seeking Corporate Sponsors for 2025 Fundraising Event
- Attended the Library Support Network Sessions: 1. Grant Writing Secrets, 2. Data Driven Decisions; Bridging Analytics - Fundraising and Policy
- Attended the Association of Fundraising Professionals National Philanthropy Day Awards Event
- Memorial Donations
 - Gene McCullough - Bacon Fund, Literary Society Author Events - \$495.00
 - Janet Yacopi - Martha Muransky Fund, Children's Programs - \$125.00
 - Sue Kelly - Canfield Branch - \$225.00
 - Donna DeNiro - Poland Branch - \$2,865.00
 - Mary Ann Ciamiello - Special Delivery - \$1,400.00
 - Pieron Family Memorial - Austintown Branch - \$1,500.00
- Friends of PLYMC
 - Boardman Friends - Successful Cookies Table Fundraiser Profit \$935.00, 60 people attended
 - Friends of PLYMC planning March 1 - Books, Beer & Buffet Fundraiser at Penguin City Beer Co. with special raffles
 - Springfield Friends - Planned a fundraising and friendraising event at Hallowed Ground Coffee Co. - Dec. 10, 2 - 5:00 pm, with Christmas Cookies, proceeds from a special drink to benefit children's programs at the Springfield, and a surprise character appearance
 - Working with Taylor Horn, Treasurer, Mary Ellen Wilcox, and Jim Meehan on Austintown Friends 990 after disbanding their 501c3
 - East Friends - Kwanzaa Celebration set for Dec. 14, 11:00 to 1:00 pm at East Library

Strategic Communications

Press: Ohio Capital Journal Story about Levys in Ohio for Libraries

- <https://ohiocapitaljournal.com/2024/09/30/library-levies-making-up-significant-parts-of-operating-budgets-head-for-ohio-november-ballots/>
- <https://www.craigslistcleveland.com/politics-policy/library-levies-head-ohio-november-ballots>
- <https://www.highlandcountypress.com/#gsc.tab=0>

Oct 7th article in Business Journal about partnerships to help small businesses

- <https://businessjournaldaily.com/partnership-aims-to-equip-small-businesses-with-tools-to-succeed/>

And the Daily Buzz

- https://businessjournaldaily.com/partnership-aims-to-help-small-businesses-grow-insight-prepares-to-acquire-trumbull-hospitals/?utm_source=Youngstown+Publishing+Company&utm_campaign=bee86ea267-EMAIL_CAMPAIGN_10_8_2020_10_1_COPY_01&utm_medium=email&utm_term=0_d70048470c-bee86ea267-401206682

Oct 16th Aimee' interview with Gina M on WYSU

- <https://wysu.org/show/doing-good/2024-10-16/amy-fifarek>

Oct 22nd Aimee on WFMJ in the morning

- <https://www.wfmj.com/clip/15491228/library-renewal-levy-on-the-ballot-in-mahoning-county>

Oct 22nd Veterans Programming stories

- <https://www.mahoningmatters.com/news/local/article294350959.html>
- <https://www.wfmj.com/story/51663066/youngstown-warren-libraries-honoring-veterans-in-tribute-video>
- <https://www.wkbn.com/news/local-news/submissions-requested-for-library-veterans-memorial/>

Oct. 24: Sebring Mobile Market Coverage

- <https://www.wfmj.com/story/51678566/public-library-of-youngstown-and-mahoning-county-mobile-market-team-up-to-feed-families-in-sebring>

Nov 2: Freedom to Read – In Event Coverage

- <https://www.wkbn.com/news/local-news/youngstown-news/youngstown-library-celebrates-freedom-to-read/>

Nov 4: Springfield Library Veterans Wall

- https://www.wkbn.com/news/local-news/springfield-twp-oh-news/veterans-honor-wall-grows-in-springfield/?fbclid=IwY2xjawGWbANleHRuA2FlbQlxMQABHYJZ_zQTfEZbtge3ojTNYJUYN41HNJSgh1IN8qObSH5n7Qlmt7zrhmiAw_aem_W3lhXB7umQh8i2YyN-8aTw

November 20: Part 1 of 3 stories on Dee Crawford's show about the Library post-levy:

- <https://www.wkbn.com/news/local-news/in-depth-how-local-libraries-use-your-tax-dollars/>

All 3 segments:

- <https://www.wytv.com/news/local-news/in-depth-how-local-libraries-use-your-tax-dollars/>

Director & CEO Activities

Local

November 13 – Good Evening, Boardman!

November 15 – OLC Board Meeting in Columbus, OH

November 18 – Population Coalition Meeting

Youngstown Rotary Lunch Meeting – every Wednesday

Youngstown Rotary Board of Directors – the first Wednesday of each month

State

Metro Director's Meeting – the first Wednesday of each month (online)

National

Urban Library Council Director's Call – every Thursday (online)

During the President's Update, C Weimer informed the board that Alex Benyo and Terry Dimascio have both resigned from the Board of Trustees. M Sallee made a motion to accept the resignation of Alex Benyo. T Frost seconded the motion with the motion carrying. T Frost made a motion to accept the resignation of Terry Dimascio. D Bayer seconded the motion and the motion passed. J Viano made a motion to grant Trustee Emeritus status to A Benyo. M Sallee seconded the motion and the motion passed.

In the absence of J Meehan, Chair of the Finance, Audit, and Investment Committee, M Mrofchak presented the 2024 revised appropriations and the 2025 temporary appropriations. A Duskey made a motion to approve the total of \$24,193,028.42 in the General Fund for 2024. M Sallee seconded the motion and the motion carried. T Frost moved to approve the appropriations in the Building and Repair Fund of \$1,819,000.00. A Blackann seconded the motion and the motion passed. For the Technology Fund, M Sallee made a motion to approve appropriations of \$528,821.00. A Blackann seconded the motion with all members voting unanimously.

For 2025, T Frost made a motion to approve the temporary appropriations totaled \$26,698,518.08 in the General Fund. D Bayer seconded the motion with all members voting aye. T Frost moved to approve the appropriations in the Building & Repair Fund of \$5,589,470.00. A Blackann seconded the motion and the motion passed. M Sallee made a motion to approve the Technology Fund appropriations of \$520,285.00. A Blackann seconded the motion and the motion carried.

M Sallee made a motion to transfer \$1,000,00.00 from the General Fund to the Building & Repair Fund. T Frost seconded the motion and the motion passed.

T Frost made a motion to transfer \$500,000.00 from the General Fund to the Technology Development Fund. M Sallee seconded the motion with all members voting unanimously.

M Sallee made a motion to transfer to the Building & Repair Fund anything over what is not needed at year end in the General Fund for operations, the specific amount to be determined by the Director & CEO and the CFO. A Blackann seconded the motion with all members voting aye.

T Frost made a motion to transfer to the Technology Fund anything over what is not needed at year end in the General Fund for operations, the specific amount to be determined by the Director & CEO and the CFO. D Bayer seconded the motion and the motion passed.

T Frost, Chair of the Service & Personnel Committee, presented the proposed resolutions recognizing the retirements of David Foster, Deborah McCullough and Kevin Yurchekfrodl.

Whereas, David Foster has served as a dedicated employee of The Public Library of Youngstown & Mahoning County (PLYMC) for 31 years, retiring on July 6th, 2024.

Whereas, David began his PLYMC in December 1992 as a Maintenance Foreman in the Maintenance Department.

Whereas, David was promoted in October 2005 to the Maintenance Dept Supervisor position of Building & Grounds Supervisor. The title was changed to Manager of Facilities & Constructions in December 2012 and to then to Director of Facilities & Construction in November 2014. He has held the position until his July 2024 retirement.

Now, Therefore, Be It Resolved, that the Board of Trustees of the Reuben McMillan Free Library Association hereby expresses its respect and admiration to Davids Foster and, on behalf of the citizens of this community, recognizes his considerable contribution to the library system.

Be It Further Resolved, by the Board of Trustees of the Association, that the following resolution be spread upon the minutes of the Association, and that a copy be presented to David Foster.

Whereas, Deborah “Debby” McCullough has served as a dedicated employee of The Public Library of Youngstown & Mahoning County (PLYMC) for 51 years, retiring on August 1st, 2024.

Whereas, Debby's PLYMC career began in July 1972 as an Apprentice Librarian in training before eventually being assigned to the North branch as a Librarian. In September 1976, she moved to the Science & Industry dept. at Main Library.

Whereas, Debby became Assistant Head Librarian in 1977 in the Readers' Assistant dept at Main, then promoted to Head Librarian at North branch in January 1979, moving to Head Librarian of Main Library's Reference dept. in September 1980. From there, she advanced to Regional Coordinator, Adult works/services of the Central Region in April 1985 then moved into the position of Regional Coordinator, Adult Services for all library locations in February 1990.

Whereas, Debby became the Adult Services Specialist for all locations in February 1992 before advancing to the administrative position of Manager of Adult Services in December 1996. Her title changed in December 2012 to Manager of Public Service Operations. before she was promoted to the Library's Deputy Director, now called Chief Operations Officer, in November 2014. She held this post until her retirement.

Now, Therefore, Be It Resolved, that the Board of Trustees of the Reuben McMillan Free Library Association hereby expresses its respect and admiration to Deborah "Debby" McCullough and, on behalf of the citizens of this community, recognizes his considerable contribution to the library system.

Be It Further Resolved, by the Board of Trustees of the Association, that the following resolution be spread upon the minutes of the Association, and that a copy be presented to Deborah "Debby" McCullough.

Whereas, Kevin Yurchekfrodl has served as a dedicated employee of The Public Library of Youngstown & Mahoning County (PLYMC) for 29 years, retiring on June 30th, 2024.

Whereas, Kevin began his PLYMC career in November 1994 as a Custodian in the Maintenance Department. In January 1999, the position was renamed Maintenance.

Whereas, Kevin was promoted to Maintenance Chief of the Maintenance dept in January 2014, a position he held until his June 2024 retirement.

Now, Therefore, Be It Resolved, that the Board of Trustees of the Reuben McMillan Free Library Association hereby expresses its respect and admiration to Kevin Yurchekfrodl and, on behalf of the citizens of this community, recognizes his considerable contribution to the library system.

Be It Further Resolved, by the Board of Trustees of the Association, that the following resolution be spread upon the minutes of the Association, and that a copy be presented to Kevin Yurchekfrodl.

M Sallee made a motion to adopt the proposed resolutions recognizing the retirements of David Foster, Deborah McCullough, and Kevin Yurchekfrodl. D Bayer seconded the motion with all members voting aye.

Staff Liaison Z Kozberg, gave an update on the November Bylaws Committee meeting. 42% of the board policies are in need of some type of update.

For the Building & Sites Committee, A Fifarek gave an update on Poland, East and the Brownlee Woods parking lot.

A Blackann, Chair of the Development Committee, gave an update on the Annual Campaign and the revised goal. The committee is also working on sponsorships for 2025.

C Weimer announced that M Sallee would take over as the new chair for the Nominating Committee. All board members were encouraged to recommend anyone they feel would be a good candidate for a trustee position. Deadline for names is January 31st.

C Weimer, Chair of the Executive Committee, announced that committee assignments will be given out at the February meeting.

M Sallee made a motion recommending the 2025 Annual & Regular Board meeting be held on February 13, 2025. D Bayer seconded the motion and the motion carried.

T Frost made a motion to approve the Appointments, Transfers, and Resignations. D Bayer seconded the motion and the motion passed.

There being no further business, a motion was made by A Blackann to adjourn the meeting, seconded by T Frost with all voting aye and the meeting concluded at 5:02 p.m.

Carole Weimer, President

Attested by:

Tina McBane, Secretary

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
FISCAL OFFICER'S REPORT - GENERAL FUND

December 31, 2024

	2023 Encumbrances Forward	2024 Budget	2023 Encumbrances & 2024 Budget	December	Jan-Dec	Current Outstanding Encumbrances	Unencumbered Balance
Encumbered Balance, January 1, 2024	\$ 1,469,486.86		\$ 1,469,486.86	\$	\$ 1,469,486.86	\$	
Balance Forward January 1, 2024		13,690,651.08	13,690,651.08		13,690,651.08		
RECEIPTS							
1210 General Property Tax - RE Gross		9,417,126.31	9,417,126.31	0.00	9,417,126.31		0.00
1250 Tangible Personal Property Tax - Gross		53.32	53.32	0.00	53.32		0.00
2130 Federal Grant-Other		863.68	863.68	0.00	863.68		0.00
2131 Federal Government/Grant E-Rate		162,823.81	162,823.81	0.00	162,823.81		0.00
2170 Federal Grants Restricted		83,849.47	83,849.47	0.00	83,849.47		0.00
2200 State of Ohio/PLF		10,279,262.36	10,279,262.36	1,011,737.67	10,279,262.36		0.00
2210 State of Ohio/TLR/Rollback & Homestead		863,300.29	863,300.29	0.00	863,300.29		0.00
3110 Patron Fines & Fees		19,656.00	19,656.00	840.68	19,656.00		0.00
3140 Copy Machines		7.30	7.30	0.00	7.30		0.00
3141 Debit Card Machines		73,242.59	73,242.59	3,504.23	73,242.59		0.00
3199 Other Patron Fees		11,912.93	11,912.93	568.06	11,912.93		0.00
4120 Interest		748,207.39	748,207.39	68,081.22	748,207.39		0.00
8300 Rental Income		21,875.00	21,875.00	11,350.00	21,875.00		0.00
8710 Refunds for Overpayments		4,455.42	4,455.42	0.00	4,455.42		0.00
8720 Insurance Reimbursements		35,885.66	35,885.66	5,797.71	35,885.66		0.00
8798 Reimbursements From Grants		500.00	500.00	0.00	500.00		0.00
8799 Other Refunds		10,500.59	10,500.59	3.03	10,500.59		0.00
8999 Miscellaneous		1,634.62	1,634.62	(737.80)	1,634.62		0.00
TOTAL RECEIPTS	0.00	21,735,156.74	21,735,156.74	\$ 1,101,144.80	21,735,156.74	0.00	0.00
TOTAL RECEIPTS & BALANCE	\$ 1,469,486.86	\$ 35,425,807.82	\$ 36,895,294.68		\$ 36,895,294.68		
EXPENDITURES							
1100 Salaries	\$ 74,893.13	\$ 10,230,867.56	\$ 10,305,760.69	\$ 1,099,581.04	\$ 10,168,407.95	\$ 132,385.72	4,967.02
1400 Retirement Benefits	0.00	1,354,728.85	1,354,728.85	107,107.50	1,353,608.83	0.00	1,120.02
1600 Insurance Benefits	217,200.66	2,472,817.33	2,690,017.99	232,858.37	2,454,208.55	224,194.63	11,614.81
1900 Other Employee Benefits	3,379.50	35,200.00	38,579.50	3,317.44	28,549.91	6,338.69	3,690.90
TOTAL SALARIES & BENEFITS	295,473.29	14,093,613.74	14,389,087.03	1,442,864.35	14,004,775.24	362,919.04	21,392.75
2100 General & Administrative Supplies	208,471.85	1,011,500.00	1,219,971.85	55,619.13	779,461.36	325,292.64	115,217.85
2200 Property Maintenance Repairs	13,485.46	75,500.00	88,985.46	2,435.87	70,616.58	14,767.57	3,601.31
2300 Motor Vehicle/Fuel Supplies & Parts	14,085.52	27,000.00	41,085.52	1,632.20	24,408.46	2,802.23	13,874.83
TOTAL SUPPLIES	236,042.83	1,114,000.00	1,350,042.83	59,687.20	874,486.40	342,862.44	132,693.99
3100 Travel & Meeting Expenses	14,189.06	109,500.00	123,689.06	10,122.32	110,511.11	9,577.45	3,600.50
3200 Communications, Printing & Publicity	87,807.52	442,540.00	530,347.52	31,201.48	381,703.03	93,961.63	54,682.86
3300 Property Maintenance	263,448.69	1,560,540.00	1,823,988.69	111,730.78	1,475,900.78	281,734.90	66,353.01
3400 Insurance	0.00	112,092.00	112,092.00	0.00	107,672.75	0.00	4,419.25
3500 Rents/Leases	37,112.20	66,245.00	103,357.20	3,227.60	64,166.08	30,624.75	8,566.37
3600 Utilities	31,228.49	416,000.00	447,228.49	35,974.63	405,053.76	31,479.47	10,695.26
3700 Professional Services	148,097.36	511,647.68	659,745.04	25,629.33	447,137.80	188,549.51	24,057.72
3800 Library Material Control Services	2,576.34	267,250.00	269,826.34	0.00	256,295.29	9,604.85	3,926.20
3900 Other Contracts/Purchased Services	3,618.44	32,500.00	36,118.44	1,033.17	28,333.74	5,804.66	1,980.04
TOTAL PURCHASED/CONTRACTED SVCS	588,078.10	3,518,314.68	4,106,392.78	218,919.31	3,276,774.34	651,337.22	178,281.21

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
FISCAL OFFICER'S REPORT - GENERAL FUND

December 31, 2024

	2023 Encumbrances Forward	2024 Budget	2023 Encumbrances & 2024 Budget	December	Jan-Dec	Current Outstanding Encumbrances	Unencumbered Balance
4100 Books & Pamphlets	133,592.95	610,500.00	744,092.95	35,609.16	453,970.90	249,608.48	40,513.57
4200 Periodicals	4,949.71	31,800.00	36,749.71	0.00	28,270.33	3,873.92	4,605.46
4300 Audio Visual	62,261.35	148,000.00	210,261.35	803.13	104,431.60	66,074.24	39,755.51
4500 Electronic Information/Public Use	90,154.72	1,229,500.00	1,319,654.72	78,337.30	1,148,806.78	142,657.44	28,190.50
4600 Interlibrary Loan	0.00	46,500.00	46,500.00	0.00	45,307.90	0.00	1,192.10
4900 Library Material/All Other	107.77	13,000.00	13,107.77	0.00	12,003.43	57.11	1,047.23
TOTAL LIBRARY MATERIALS	291,066.50	2,079,300.00	2,370,366.50	114,749.59	1,792,790.94	462,271.19	115,304.37
5500 Furniture & Equipment	21,274.68	84,000.00	105,274.68	0.00	84,879.31	17,150.53	3,244.84
5700 Motor Vehicles	0.00	50,000.00	50,000.00	48,660.00	48,660.00	0.00	1,340.00
TOTAL CAPITAL OUTLAY	21,274.68	134,000.00	155,274.68	48,660.00	133,539.31	17,150.53	4,584.84
7100 Dues & Memberships	37,551.46	25,000.00	62,551.46	99.00	41,196.50	20,020.41	1,334.55
7200 Taxes & Assessments	0.00	6,600.00	6,600.00	0.00	5,390.39	0.00	1,209.61
7500 Refunds & Reimbursements	0.00	5,500.00	5,500.00	278.88	4,017.18	0.00	1,482.82
7900 Other Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER OBJECTS	37,551.46	37,100.00	74,651.46	377.88	50,604.07	20,020.41	4,026.98
8999 Unallocated Appropriations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSES	1,469,486.86	20,976,328.42	22,445,815.28	1,885,258.33	20,132,970.30	1,856,560.83	456,284.14
9980 Transfers to Building & Repair Fund	0.00	2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00	0.00	0.00
9999 Transfers to Technology Fund	0.00	500,000.00	500,000.00	500,000.00	500,000.00	0.00	0.00
TOTAL TRANSFERS	0.00	2,500,000.00	2,500,000.00	2,500,000.00	2,500,000.00	0.00	0.00
TOTAL EXPENSES & TRANSFERS	\$ 1,469,486.86	23,476,328.42	24,945,815.28	4,385,258.33	22,632,970.30	\$ 1,856,560.83	\$ 456,284.14
ENCUMBERED BALANCE FORWARD					1,856,560.83		
BALANCE FORWARD		11,949,479.40	11,949,479.40		12,405,763.55		
TOTAL EXPENSES/TRANSFERS/BALANCES		\$ 35,425,807.82	\$ 36,895,294.68		\$ 36,895,294.68		

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
Fiscal Officer's Report - Building Repair Fund
December 31, 2024

	2023 Encumbrances Forward	2024 Budget	2023 Encumbrances & 2024 Budget	December	Jan-Dec	Current Outstanding Encumbrances	Unencumbered Balance
Encumbered Balance, January 1, 2024	\$ 100,550.80		\$ 100,550.80	\$	\$ 100,550.80	\$	
Balance Forward January 1, 2024		21,069,766.81	21,069,766.81		21,069,766.81		
RECEIPTS							
4121 Interest	0.00	774,457.76	774,457.76	115,948.33	774,457.76	0.00	0.00
6112 Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8110 Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8998 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9998 Transfer from Library Foundation Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9999 Transfer from General Fund	0.00	2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00	0.00	0.00
TOTAL RECEIPTS		2,774,457.76	2,774,457.76	\$ 2,115,948.33	2,774,457.76	0.00	0.00
TOTAL RECEIPTS & BALANCES	\$ 100,550.80	\$ 23,844,224.57	\$ 23,944,775.37	\$	\$ 23,944,775.37	\$	\$
EXPENDITURES							
3781 Investment/Banking Fees	\$ 0.00	\$ 10,700.00	\$ 10,700.00	\$ 883.25	\$ 10,585.71	\$ 0.00	\$ 114.29
5110 Purchase of Land	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5210 Land Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5310 New Buildings	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5410 Building Improvements	100,550.80	720,000.00	820,550.80	50,788.27	284,803.74	410,999.22	124,747.84
5511 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7221 Property Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7901 Other Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8998 Unallocated Appropriation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSES	100,550.80	730,700.00	831,250.80	\$ 51,671.52	295,389.45	\$ 410,999.22	\$ 124,862.13
ENCUMBERED BALANCE FORWARD					410,999.22		
BALANCE FORWARD	0.00	23,113,524.57	23,113,524.57		23,238,386.70		
TOTAL EXPENSES & BALANCES FORWARD	\$ 100,550.80	\$ 23,844,224.57	\$ 23,944,775.37	\$	\$ 23,944,775.37		

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
Fiscal Officer's Report - Technology Development Fund

December 31, 2024

	2023 Encumbrances Forward	2024 Budget	2023 Encumbrances & 2024 Budget	December	Jan-Dec	Current Outstanding Encumbrances	Unencumbered Balance
Encumbered Balance, January 1, 2024	\$ 31,386.75		\$ 31,386.75	\$	\$ 31,386.75	\$	\$
Balance Forward January 1, 2024		3,860,386.39	3,860,386.39		3,860,386.39		
RECEIPTS							
2132 Federal Grant Government/E-Rate	0.00	17,484.45	17,484.45	0.00	17,484.45	0.00	0.00
4122 Interest	0.00	18,182.17	18,182.17	3,651.60	18,182.17	0.00	0.00
6123 Restricted Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8798 Refunds/Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9951 Transfer in From Other Funds	0.00	500,000.00	500,000.00	500,000.00	500,000.00	0.00	0.00
TOTAL RECEIPTS		535,666.62	535,666.62	\$ 503,651.60	535,666.62	0.00	0.00
TOTAL RECEIPTS & BALANCES	\$ 31,386.75	\$ 4,396,053.01	\$ 4,427,439.76	\$ 4,427,439.76	\$ 4,427,439.76	\$ 0.00	\$ 0.00
EXPENDITURES							
3782 Investment/Banking Fees	\$ 0.00	700.00	700.00	\$ 45.32	\$ 548.73	\$ 0.00	\$ 151.27
5550 Equipment	31,386.75	328,121.00	359,507.75	53,041.33	257,912.20	56,867.69	44,727.86
TOTAL EXPENSES	31,386.75	328,821.00	360,207.75	\$ 53,086.65	258,460.93	\$ 56,867.69	\$ 44,879.13
ENCUMBERED BALANCE FORWARD					56,867.69		
BALANCE FORWARD	0.00	4,067,232.01	4,067,232.01		4,112,111.14		
TOTAL EXPENSES & BALANCE FORWARD	\$ 31,386.75	\$ 4,396,053.01	\$ 4,427,439.76	\$ 4,427,439.76	\$ 4,427,439.76		

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
RECONCILIATION TO DEPOSITORY

December 31, 2024

Petty Cash - General Fund	\$	456.00	
Change/Branches/Petty Cash - General Fund		4,494.00	
All other investments & bank accounts - General Fund		<u>12,787,887.52</u>	
Balance, General Fund	\$		12,792,837.52
Balance, Building & Repair Fund			23,548,835.12
Balance, Technology Development Fund			<u>4,137,592.08</u>
			<u>40,479,264.72</u>

Bank Error			0.00
PayPal fees			0.00
Bank debits/credits			0.00
NSF checks			0.00
Merchant E-Solutions/Section 125 funding/Square/Stripe			0.00
Investment earnings			<u>0.00</u>
Total Cash and Investment all Funds per Library	\$		<u>40,479,264.72</u>

Bank Balance - Checking Farmers National Bank	<u>25,000.00</u>	
Balance on Deposit Farmers National Bank		\$ 25,000.00

Bank Balance - Checking First National Bank	450,000.00	
Bank Balance - Sweep Account - First National Bank	9,552,670.66	
Bank Balance - Money Market - First National Bank	11,331,627.76	
Bank Balance - Employee Section 125 Funding Account First National	1,380.98	
Deposits in Transit From Merchant E-Solutions/Sierra to First National Bank	22.68	
Deposit in Transit/Bank Debit	(972.73)	
Outstanding Checks - First National Bank - Operating Funds	<u>(121,886.92)</u>	
Balance on Deposit First National Bank		21,212,842.43

Investment Descriptions	
Farmers National Bank - Sweep	\$ 1,157,440.91
Farmers National Bank - CDARS Program (see attached list)	5,606,428.77
Farmers Trust Company managed investments (see attached list)	<u>12,472,602.61</u>

Total investments 19,236,472.29

Petty Cash		456.00
Change/Branches/Petty Cash - Supplies		<u>4,494.00</u>
Total Cash and Investments per Depositories	\$	<u>40,479,264.72</u>

FARMERS NATIONAL BANK

200 Broad St. - Gambell, Ohio 44406
888-988-3276

Address Service Requested

Page: 1 of 2
Statement Date: 12/31/2024
Primary Account: XXXXXXXX6548



006457 0.8200 AV 0.545 TR00030

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
305 WICK AVE
YOUNGSTOWN, OH 44503-1003



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Public Funds Sweep Account

Account: XXXXXXXX6548

Last Statement	Previous Balance	Total Credits	Total Debits	This Statement	Current Balance
11/29/24	\$1,152,660.37	\$4,780.54 (1)	\$0.00	12/31/24	\$1,157,440.91

Minimum Balance \$1,152,660.37
Average Balance \$1,152,660.37
Total Days In Statement Period 11/30/24 Through 12/31/24: 32

+ Other Credits

Date	Description	Amount
12/31	Interest	\$4,780.54
	Total of 1 Other Credits	\$4,780.54

% Interest

Average Ledger Balance:	1,152,660.37	Interest Earned:	4,780.54
Interest Paid This Period:	4,780.54	Days In Period: 11/30/24-12/31/24:	32
Interest Paid 2024:	47,245.38	Annual Percentage Yield Earned:	4.83%

Itemization Of Overdraft And Returned Item Fees

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Continued on Next Page

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SEE REVERSE SIDE FOR IMPORTANT INFORMATION



MEMBER FDIC



GFBK-002-006457-001-001-250102 006457 S03 44503100305

006457

Farmers National Bank of Canfield
20 South Broad St.
Canfield, OH 44406

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RETURN SERVICE REQUESTED

REUBEN MCMILLAN FREE LIBRARY
305 WICK AVE
YOUNGSTOWN, OH 44503

Contact Us
1-888-988-3276
treasurymanagement@farmersbankgroup.com



Account
REUBEN MCMILLAN FREE LIBRARY

Date
12/31/2024

Page
1 of 8

CDARS® Customer Statement

The following information is a summary of activity in your CDARS accounts and the list of FDIC-insured institutions that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through CDARS. Certain conditions must be satisfied for "pass-through" FDIC deposit insurance coverage to apply. To meet the conditions for pass-through FDIC deposit insurance, deposit accounts at FDIC-insured banks in IntraFi's network that hold deposits placed using an IntraFi service are titled, and deposit account records are maintained, in accordance with FDIC regulations for pass-through coverage.

Summary of Accounts

Account ID	Effective Date	Maturity Date	Interest Rate	Opening Balance	Ending Balance
	11/07/2024	11/05/2026	3.40%	\$1,000,000.00	\$1,005,136.20
	07/14/2022	07/10/2025	2.79%	840,456.63	846,387.58
	09/29/2022	09/25/2025	3.64%	585,587.95	590,985.05
	10/20/2022	10/16/2025	3.94%	850,803.22	859,294.12
	10/20/2022	10/16/2025	3.94%	909,464.41	918,540.75
	11/10/2022	11/06/2025	4.25%	874,253.34	883,668.40
	11/07/2024	11/04/2027	3.20%	500,000.00	502,416.67
TOTAL				\$5,560,565.55	\$5,606,428.77

Farmers Trust Company Youngstown Office
42 McClurg Road
Youngstown, OH 44512

FARMERS TRUST COMPANY AGENT THE PUBLIC LIBRARY OF YOUNGSTOWN AND MAHONING COUNTY

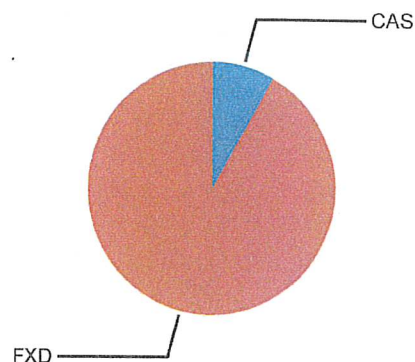


Mark J. Mrofchak CFO
Public Library
Youngstown/Mahoning County
305 Wick Avenue
Youngstown, OH 44503

Account:
Report Period: From 12/1/2024 To 12/31/2024
Administrator: Meredith Wearsch
Phone: 330-740-1227
Portfolio Manager: Dale Standley
Phone: 330-740-1207

Portfolio Summary

	Market Value	% Portfolio	Est. Income
Cash & Equivalents (CAS)	\$1,020,124.42	8.22%	\$46,694.61
Fixed Income (FXD)	\$11,384,811.13	91.78%	\$275,387.50
Total Assets	\$12,404,935.55	100.00%	\$322,082.11
Total Account Balance	\$12,404,935.55		



Activity Summary

	Current Period	Year To Date
Beginning Market Value	\$12,369,782.72	\$11,887,575.21
Receipts		
Dividend	\$4,372.53	\$73,179.60
Interest Income	\$39,154.75	\$348,656.42
Total Receipts	\$43,527.28	\$421,836.02
Disbursements		
Institution Fees	(\$1,000.00)	(\$12,000.00)
Interest Income	(\$1,460.60)	(\$8,094.33)
Total Disbursements	(\$2,460.60)	(\$20,094.33)
Change in Market Value	(\$5,913.85)	\$115,618.65
Ending Market Value	\$12,404,935.55	\$12,404,935.55

FARMERS TRUST COMPANY AGENT THE PUBLIC LIBRARY
OF YOUNGSTOWN AND MAHONING COUNTY



Gains and Losses Summary

	Current Period	Year To Date
Realized Gain/(Loss) - Long Term	\$0.00	\$0.00
Realized Gain/(Loss) - Short Term	\$0.00	\$0.00
Total Realized Gain/(Loss)	\$0.00	\$0.00

Asset Statement

Units Description	Cost Basis	Unit Price	Market Value	% of Acct	Unrealized Gain/Loss	Accrued Income	Yld At Mkt
Cash & Equivalents							
Cash							
Principal Cash	\$0.00		\$0.00				
Income Cash	\$27,187.50		\$27,187.50				
Total Cash	\$27,187.50		\$27,187.50	0.22			
Money Market Funds							
250,000.00 FTC CONSERVATIVE FUND	\$250,000.00	\$1.00	\$250,000.00	2.02	\$0.00		5.69
TOTAL Money Market Funds	\$250,000.00		\$250,000.00	2.02	\$0.00		5.69
Money Market Mutual Funds							
742,936.92 MONEY MKT OBLIGS TR FH GOV OBL FD	\$742,936.92	\$1.00	\$742,936.92	5.99	\$0.00		8.74
TOTAL Money Market Mutual Funds	\$742,936.92		\$742,936.92	5.99	\$0.00		4.37
TOTAL Cash & Equivalents	\$1,020,124.42 ✓		\$1,020,124.42	8.22	\$0.00		4.46
Fixed Income							
U.S. Government Agency Obligations							
300,000 FEDERAL HOME LOAN BANKS CONS BD 3.625%25	\$300,000.00 ✓	\$99.64	\$298,910.53	2.41	(\$1,089.47)		3.64
1,000,000 FEDERAL HOME LOAN BANKS CONS BD 3.77%26	\$1,000,000.00 ✓	\$99.03	\$990,256.06	7.98	(\$9,743.94)		3.81
TOTAL U.S. Government Agency Obligations	\$1,300,000.00		\$1,289,166.59	10.39	(\$10,833.41)		3.77
U.S. Treasury Notes							
2,000,000 UNITED STATES TREAS NTS 2.75%05/15/25	\$1,982,553.62 ✓	\$99.45	\$1,989,000.00	16.03	\$6,446.38		2.77
500,000 UNITED STATES TREAS NTS 3%07/15/25	\$498,035.33 ✓	\$99.35	\$496,773.44	4.00	(\$1,261.89)		3.02
500,000 UNITED STATES TREAS NTS 3.125%08/15/25	\$494,150.50 ✓	\$99.31	\$496,531.25	4.00	\$2,380.75		3.15
250,000 UNITED STATES TREAS NTS 0.375%11/30/25	\$241,643.43 ✓	\$96.56	\$241,412.11	1.95	(\$231.32)		0.39
250,000 UNITED STATES TREAS NTS 4.125%06/15/26	\$250,086.70 ✓	\$99.82	\$249,560.55	2.01	(\$526.15)		4.13
500,000 UNITED STATES TREAS NTS 0.75%08/31/26	\$475,515.76 ✓	\$94.43	\$472,148.44	3.81	(\$3,367.32)		0.79
1,000,000 UNITED STATES TREAS NTS 1.25%12/31/26	\$933,525.21 ✓	\$94.31	\$943,085.94	7.60	\$9,560.73		1.33

FARMERS TRUST COMPANY AGENT THE PUBLIC LIBRARY
OF YOUNGSTOWN AND MAHONING COUNTY



Asset Statement

Units	Description	Cost Basis	Unit Price	Market Value	% of Acct	Unrealized Gain/Loss	Accrued Income	Yld At Mkt
1,000,000	UNITED STATES TREAS NTS 3.25%06/30/27	\$1,004,686.90 ✓	\$97.64	\$976,445.31	7.87	(\$28,241.59)		3.33
750,000	UNITED STATES TREAS NTS 2.25%08/15/27	\$719,410.78 ✓	\$95.04	\$712,822.27	5.75	(\$6,588.51)		2.37
1,000,000	UNITED STATES TREAS NTS 2.25%11/15/27	\$945,017.40 ✓	\$94.54	\$945,351.56	7.62	\$334.16		2.38
300,000	UNITED STATES TREAS NTS 0.625%11/30/27	\$270,668.04 ✓	\$90.05	\$270,164.06	2.18	(\$503.98)		0.69
200,000	UNITED STATES TREAS NTS 3.875%11/30/27	\$201,681.77 ✓	\$98.86	\$197,718.75	1.59	(\$3,963.02)		3.92
500,000	UNITED STATES TREAS NTS 0.625% 12/31/27	\$456,123.98 ✓	\$89.79	\$448,945.31	3.62	(\$7,178.67)		0.70
500,000	UNITED STATES TREAS NTS 1.25%06/30/28	\$460,089.14 ✓	\$90.09	\$450,449.22	3.63	(\$9,639.92)		1.39
750,000	UNITED STATES TREAS NTS 2.875%08/15/28	\$727,464.98 ✓	\$95.11	\$713,349.61	5.75	(\$14,115.37)		3.02
TOTAL U.S. Treasury Notes		\$9,660,653.54		\$9,603,757.82	77.42	(\$56,895.72)		2.35
U.S. Treasury Notes & Bonds								
500,000	UNITED STATES TREAS NTS 0.25% 05/31/25	\$491,824.65 ✓	\$98.38	\$491,886.72	3.97	\$62.07		0.25
TOTAL U.S. Treasury Notes & Bonds		\$491,824.65		\$491,886.72	3.97	\$62.07		0.25
TOTAL Fixed Income		\$11,452,478.19 ✓		\$11,384,811.13	91.78	(\$67,667.06)		2.42
GRAND TOTAL ASSETS		\$12,472,602.61 ✓		\$12,404,935.55	100	(\$67,667.06)		2.59

Transaction Statement

Date	Description	Units / Price	Cash Change	Cost Basis
Beginning Balances			\$0.00	\$12,393,879.28
<u>Receipts</u>				
Interest Income				
INTEREST TAXABLE				
12/2/2024	FTC CONSERVATIVE FUND		\$904.76 ✓	\$0.00
INTEREST U.S. GOVT				
12/2/2024	UNITED STATES TREAS NTS 0.25% 05/31/25 0.25% paid on 500000.000 Par Value.		\$625.00 ✓	\$0.00
12/2/2024	UNITED STATES TREAS NTS 0.375%11/30/25 0.375% paid on 250000.000 Par Value.		\$468.74 ✓	\$0.00

FARMERS TRUST COMPANY AGENT THE PUBLIC LIBRARY
OF YOUNGSTOWN AND MAHONING COUNTY



Transaction Statement

Date	Description	Units / Price	Cash Change	Cost Basis
12/2/2024	UNITED STATES TREAS NTS 0.625% 11/30/27 0.625% paid on 300000.000 Par Value.		\$937.50	\$0.00
12/2/2024	UNITED STATES TREAS NTS 3.875% 11/30/27 3.875% paid on 200000.000 Par Value.		\$3,875.00	\$0.00
12/16/2024	UNITED STATES TREAS NTS 4.125% 06/15/26 4.125% paid on 250000.000 Par Value.		\$5,156.25	\$0.00
12/31/2024	UNITED STATES TREAS NTS 0.625% 12/31/27 0.625% paid on 500000.000 Par Value.		\$1,562.50	\$0.00
12/31/2024	UNITED STATES TREAS NTS 1.25% 06/30/28 1.25% paid on 500000.000 Par Value.		\$3,125.00	\$0.00
12/31/2024	UNITED STATES TREAS NTS 1.25% 12/31/26 1.25% paid on 1000000.000 Par Value.		\$6,250.00	\$0.00
12/31/2024	UNITED STATES TREAS NTS 3.25% 06/30/27 3.25% paid on 1000000.000 Par Value.		\$16,250.00	\$0.00
Total Interest Income			\$39,154.75	\$0.00
Dividend				
DIVIDEND				
12/2/2024	MONEY MKT OBLIGS TR FH GOV OBL FD		\$4,372.53	\$0.00
Total Dividend			\$4,372.53	\$0.00
Disbursements				
Interest Income				
ACCRUED INT PURCHASE U.S. GOVT				
12/19/2024	UNITED STATES TREAS NTS 0.625% 12/31/27		(\$1,460.60)	\$0.00
Total Interest Income			(\$1,460.60)	\$0.00
Institution Fees				
FEE PAYMENT				
12/11/2024	Automatic fee collection for account 650367014 for Period Ending 11/30/2024.		(\$1,000.00)	\$0.00
Total Institution Fees Collected from Account			(\$1,000.00)	\$0.00
Transfer				
Transfer				
TRANSFER INCOME CASH TO PRINCIPAL CASH				

FARMERS TRUST COMPANY AGENT THE PUBLIC LIBRARY
OF YOUNGSTOWN AND MAHONING COUNTY



Transaction Statement

Date	Description	Units / Price	Cash Change	Cost Basis
12/19/2024	Cash transfer to resolve recent T-Bill Purchase		\$0.00	\$0.00
Total Transfer			\$0.00	\$0.00
Amortization/Accretion				
ACCRETION OF ASSET - TAXABLE				
12/2/2024	UNITED STATES TREAS NTS 0.25% 05/31/25		\$0.00	\$8,032.94 ✓
12/2/2024	UNITED STATES TREAS NTS 0.375%11/30/25		\$0.00	\$4,064.08 ✓
12/2/2024	UNITED STATES TREAS NTS 0.625%11/30/27		\$0.00	\$3,898.71 ✓
12/31/2024	UNITED STATES TREAS NTS 0.625% 12/31/27		\$0.00	\$6,845.82 ✓
12/31/2024	UNITED STATES TREAS NTS 1.25%06/30/28		\$0.00	\$5,293.75 ✓
12/31/2024	UNITED STATES TREAS NTS 1.25%12/31/26		\$0.00	\$10,410.09 ✓
AMORTIZATION OF ASSET - TAXABLE				
12/2/2024	UNITED STATES TREAS NTS 3.875%11/30/27		\$0.00	(\$223.40) ✓
12/16/2024	UNITED STATES TREAS NTS 4.125%06/15/26		\$0.00	(\$30.48) ✓
12/31/2024	UNITED STATES TREAS NTS 3.25%06/30/27		\$0.00	(\$634.86) ✓
Total Amortization/Accretion			\$0.00	\$37,656.65
<u>Investment Activity</u>				
Purchases				
PURCHASE OF ASSET				
✓ 12/19/2024	UNITED STATES TREAS NTS 0.625% 12/31/27	500,000 ✓ \$89.86	(\$449,278.16) ✓	\$449,278.16
Total Purchases		500,000	(\$449,278.16)	\$449,278.16
Sweep Sales (7) 12/1/2024 to 12/31/2024		(452,627.50)	\$452,627.50	(\$452,627.50)
Sweep Purchases (5) 12/1/2024 to 12/31/2024		17,228.52	(\$17,228.52)	\$17,228.52
Total Investment Activity		(435,398.98)	\$435,398.98	(\$435,398.98)
Ending Balances			\$27,187.50	\$12,445,415.11

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
LIBRARY FOUNDATION ACCOUNT

December 31, 2024

Balance, January 1, 2024

Checking	\$ 360,469.42	
Investment Accounts	1,369,701.94	\$ 1,730,171.36

RECEIPTS

Distributions from Trust Accounts:

Restricted funds:

Account #03-9 Growth Fund

Alice Clarke Fund	\$ 3,263.22	
Justice Clarke Fund	35,226.78	
Myron Roh Fund	2,404.33	
Paul E. & Dorothy F. Rees Fund	1,105.80	
Philippine Kerwer Fund	672.16	
Dr. James Houck Fund	574.60	
Robert H. Donahugh Fund	1,219.65	
Henry Stambaugh Fund	3,696.88	
James McEwen Fund	6,054.87	
	\$ 54,218.29	

Account #05-4 Income Fund

Nancy Breaden Fund	18,021.69	
Ruth Bowers Fund	3,497.38	
Elizabeth Lowmiller Barnhill Fund	4,573.19	
W. Sturgeon VanGorder - Elizabeth Slotta	13,594.18	
Kenneth M. Lloyd	1,455.71	
George Boughton	3,311.33	
Edward W. Powers Charitable Fund	1,585.92	
Martha Muransky	477.28	
Carol A. Bacon-Endowed Fund for Authors	2,266.48	
Rebecca Showman Host An Author Fund	298.51	49,081.67

<i>Account #02-1 R.D. Fowler Fund</i>		293.12
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<i>Account #6453 Jane Jackson</i>		5,020.96
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<i>Account #01-3 Wick Dennison</i>		16,559.90
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Unrestricted Income funds:

Account #04-7

David & Caroline Theobald Fund	282.72	
Louisa Andrews Fund	1,184.76	
Ida Clarke Fund	3,101.01	
Caroline Wick Fund	569.94	
James C. Foutts Fund	919.97	
Olive Arms Fund	1,216.17	
Luela Walker fund	318.64	
William Merrick Fund	1,265.54	
Ida Osborne Fund	1,265.54	
M. Bernard Hirshberg Fund	350.05	
Louisa Edwards Fund	421.84	
Norma Jones Fund	4,204.98	
Reserve Account Fund	16,299.36	
Amelia Gail Sarbu	13,476.60	
	\$ 44,877.12	170,051.06

Donations

Interest Income		267,913.51
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Miscellaneous		64,535.39
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		88.20
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TOTAL RECEIPTS

TOTAL RECEIPTS & BALANCE FORWARD

502,588.16

\$ 2,232,759.52

DISBURSEMENTS

Books & Related Purchases/Expenditures per Terms of Gifts	89,920.39	
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Legal Fees	0.00	
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Audit Fees	10,300.00	
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Miscellaneous	4,805.69	
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Memorial Gifts	0.00	
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Public Relations/Marketing	30,000.00	
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TOTAL EXPENDITURES

\$ 135,026.08

BALANCES FORWARD

Checking First National Bank	515,025.91	
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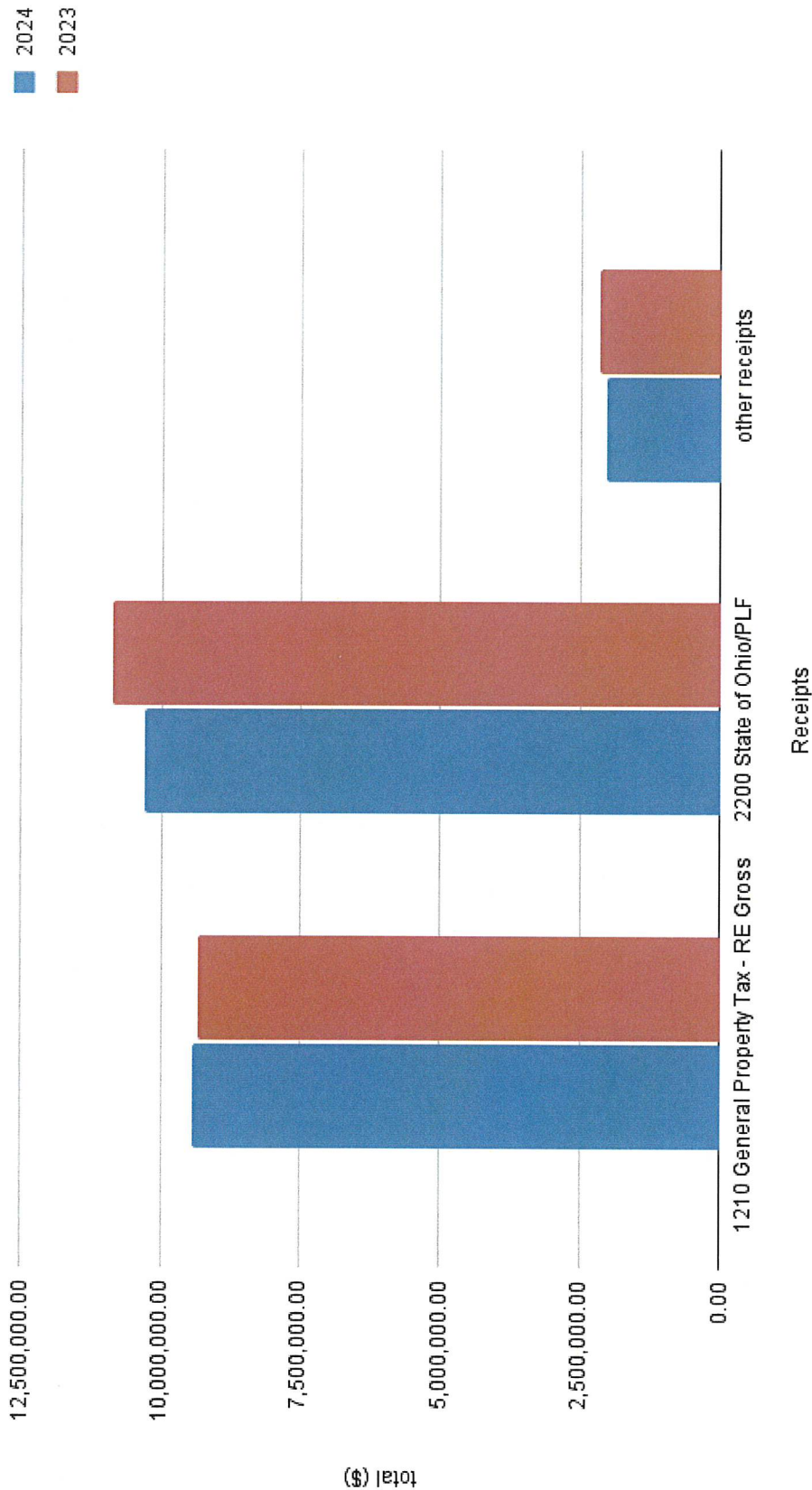
Money Market Account First National Bank	1,582,707.53	2,097,733.44
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TOTAL DISBURSEMENTS AND BALANCES FORWARD

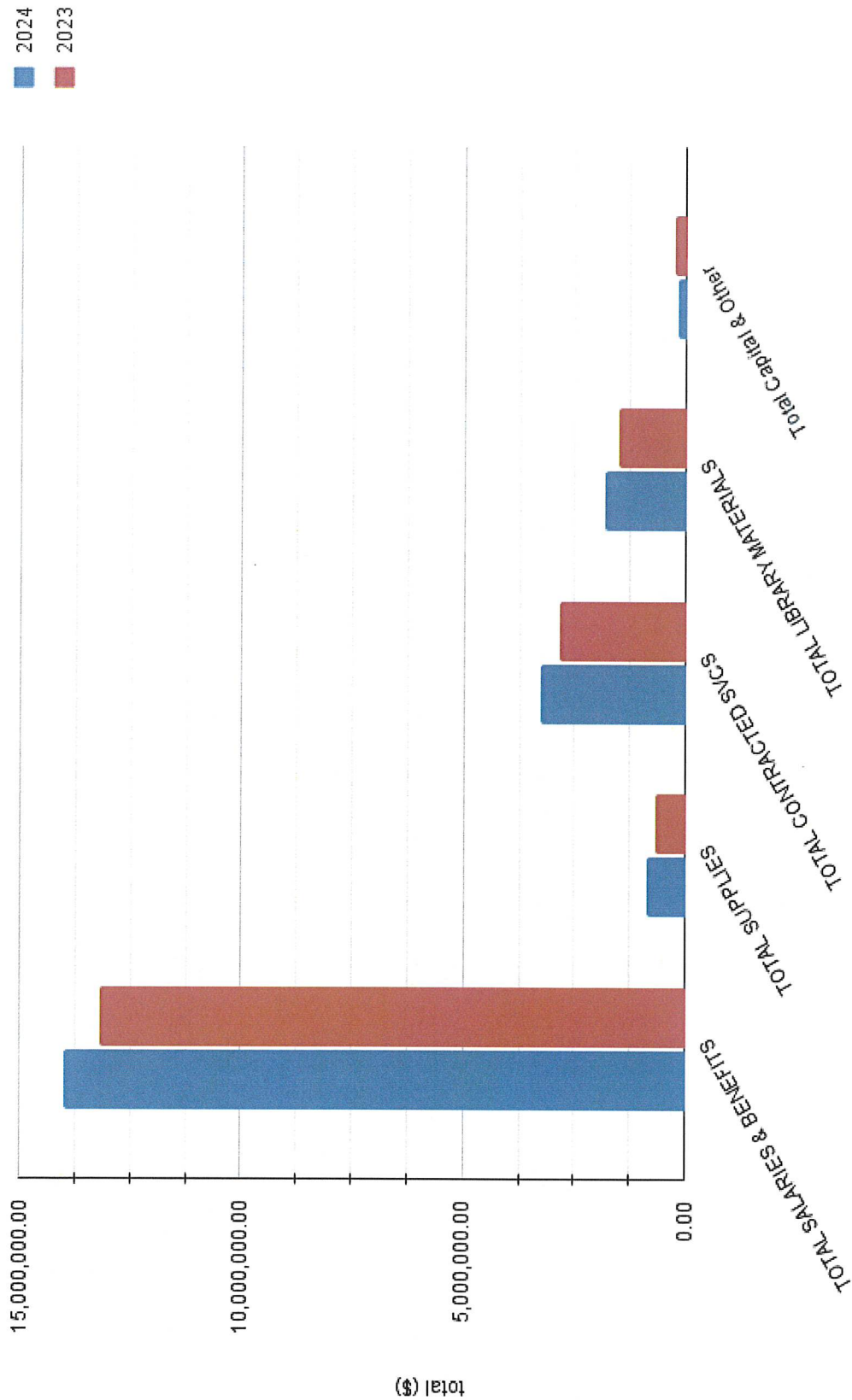
** \$ 2,232,759.52

** Use restricted by terms of trusts in the amount of \$1,624,274.59

PLYMC Revenues between 2023 & 2024



PLYMC Expenditures between 2023 & 2024



Public Library of Youngstown and Mahoning County Foundation Report Summary

12/31/2024

Restricted and Unrestricted Trust Funds

FUNDS INVESTED WITH FARMERS TRUST COMPANY (**Balances shown are market values as of the indicated date as reported by the trust statements.)

Combined Accounts (excludes Dennison & Jackson Trusts)	<u>Farmers Trust</u> <u>12/31/2020</u>	<u>Farmers Trust</u> <u>12/31/2021</u>	<u>Farmers Trust</u> <u>12/31/2022</u>	<u>Farmers Trust</u> <u>12/31/2023</u>	<u>Farmers Trust</u> <u>12/31/2024</u>
Short Term Investments/Cash	135,561.73	169,704.94	240,987.42	201,250.56	703,974.08
Fixed Income	2,448,914.49	2,386,072.50	2,431,298.49	2,435,451.74	2,071,924.61
Equities	<u>3,016,554.59</u>	<u>3,570,975.92</u>	<u>2,565,015.33</u>	<u>2,951,980.12</u>	<u>3,229,375.07</u>
Total**	5,601,030.81	6,126,753.36	5,237,301.24	5,588,682.42	6,005,273.76

Funds held by the Library are invested with Farmers Trust Company and comprise five accounts.

- Combined funds restricted to purchase of books – growth oriented
- Combined funds restricted to other purposes – income oriented
- Fowler-Liddle Fund restricted
- Combined funds without restriction – income oriented
- Income account

The Restricted Funds are as follows

I. Combined Book Fund Restricted Growth Account No. 1-03-9

Acct. 1-03-9	<u>Farmers Trust</u> <u>12/31/2020</u>	<u>Farmers Trust</u> <u>12/31/2021</u>	<u>Farmers Trust</u> <u>12/31/2022</u>	<u>Farmers Trust</u> <u>12/31/2023</u>	<u>Farmers Trust</u> <u>12/31/2024</u>
Short Term Investments/Cash	64,626.84	38,816.37	105,258.02	59,014.20	201,483.86
Fixed Income	562,066.62	567,174.67	623,578.21	677,308.76	572,898.70
Equities	<u>1,509,020.56</u>	<u>1,830,069.23</u>	<u>1,323,000.75</u>	<u>1,494,116.86</u>	<u>1,641,068.97</u>
Total**	2,135,714.02	2,436,060.27	2,051,836.98	2,230,439.82	2,415,451.53

On April 25, 2007 the Board adopted a new trust agreement, superceding the October 31, 1974 agreement. The following trust funds were combined to form the restricted fund for the purchase of books:

a. Alice Clarke

Justice John H. Clarke presented \$10,000.00 in memory of his sister Alice Clarke with principal to remain in tact and the income to be used solely for the purchase of books. This fund was established July 8, 1922 and amended September 1, 1934, October 31, 1944 and October 31, 1974. On December 31st the percentage of the trust was 6.02%.

b. Justice John C. Clarke

On June 3, 1946 the Library Board of Trustees established the John H. Clarke Trust Fund. John H. Clarke a distinguished Youngstown citizen who became a Justice of the Supreme Court of the United States and a leading advocate of world peace, was one of the organizers of this library, its second president and on his death became its chief benefactor. He donated \$100,000.00 to the Library, the principal is to remain in tact with the income to be devoted exclusively to the purchase of books. Justice Clarke was a Trustee from 1883-1900. On December 31st the percentage of the trust was 64.97%.

Public Library of Youngstown and Mahoning County Foundation Report Summary

12/31/2024

Restricted and Unrestricted Trust Funds

c. Myron S. Roh Library Fund

This fund was established through a bequest from Mr. Myron S. Roh who passed away on May 19, 2003. Mr. Roh served as a member of the Library's Board of Trustees for 22 years, from 1971 to 1993. The amount of the bequest was \$50,000. The principal is to be invested and maintained with the income from said investments to be used for the purchase of new books for the library system. On December 31st the percentage of the trust was 4.43%.

d. Paul E. And Dorothy F. Rees Fund for Large Print Books

This fund was established through a bequest from Paul E. and Dorothy F. Rees, Friends of the Library. The amount of the bequest was \$23,378.47. The principal is to remain in tact. Income may be used for the purchase of large print books for the library system. On December 31st the percentage of the trust was 2.04%.

e. Philippine Kerwer Book Fund

On October 22, 1948 the Library Board of Trustees established the Philippine Kerwer Trust Fund. In her last will and testament, she bequeathed \$2,000.00 to the Library, the income of which is to be used for the purchase of books written in the German language with the principal being retained. On December 31st the percentage of the trust was 1.24%.

f. Dr. James A. Houck Memorial Fund

This restricted fund at it's establishment on March 5, 1996 was comprised of \$9,095.00 in contributions made in the memory of Dr. James A. Houck. An additional donation of \$100.00 was received and added in December of 1997 bringing the total to \$9,195.00. The donors included friends, family members, The Friends of Main Library and The Council of Library Friends. The income from funds are to be used for the purchase of reference and research materials while the principal remains. Dr Houck served as a trustee from 1985-1990. On December 31st the percentage of the trust was 1.06%.

g. Robert Hayden Donahugh Memorial Book Fund

This restricted fund was established in December of 1997 with a bequest from Mr. Donahugh and contributions in his memory by friends totaling \$18,060.36. In June of 1998 an additional memorial gift was received bringing the total of the fund to \$23,060.36. The income from the fund is to be used for the purchase of books in the areas of American literature and movies with the principal to stay intact. Mr. Donahugh was the Library Director from 1979 to 1989. On December 31st the percentage of the trust was 2.25%.

h. Henry H. Stambaugh Fund

Records indicate that his will was probated on January 17, 1919 detailing that the Library was to receive \$5,000.00 to purchase books. This bequest was later combined into the book endowment fund that was established October 19, 1922 and amended August 20, 1936, October 31, 1944 and October 31, 1974. Prior to the 2007 reorganization, this fund had been listed in the summary in the "Unrestricted Fund". On December 31st the percentage of the trust was 6.82%.

Public Library of Youngstown and Mahoning County Foundation Report Summary
12/31/2024
Restricted and Unrestricted Trust Funds

i. James. H. McEwen Fund

A bequest of \$6,000.00 was received April 5, 1927 with the will directing that the funds be used in buying books for the Library. This trust was first established on July 20, 1927 and amended on September 26, 1931, August 20, 1936, October 31, 1944 and October 31, 1974. Prior to the 2007 reorganization, this fund had been listed in the summary in the "Unrestricted Fund". James H. McEwen was a Library Trustee from 1891 to 1897 and from 1901 to 1919. On December 31st the percentage of the trust was 11.17%.

II. Combined Restricted Funds Restricted Income Account No. 1-05-4

Acct. 1-05-4	<u>Farmers Trust</u> <u>12/31/2020</u>	<u>Farmers Trust</u> <u>12/31/2021</u>	<u>Farmers Trust</u> <u>12/31/2022</u>	<u>Farmers Trust</u> <u>12/31/2023</u>	<u>Farmers Trust</u> <u>12/31/2024</u>
Short Term Investments/Cash	38,718.75	66,888.22	81,612.12	84,576.67	255,382.95
Fixed Income	984,874.60	920,393.95	899,176.38	859,091.74	709,535.36
Equities	<u>760,338.58</u>	<u>916,021.99</u>	<u>659,246.78</u>	<u>790,287.72</u>	<u>862,301.10</u>
Total**	1,783,931.93	1,903,304.16	1,640,035.28	1,733,956.13	1,827,219.41

On April 25, 2007 the Board adopted a new trust agreement, superceding the October 31, 1974 agreement. The following Restricted Funds were combined for investment purposes. It is the intention of the Library to use the proceeds of each fund in accordance with the terms of the instrument by which such fund was given to the Library.

a. Nancy Breden Fund for the East Branch Library

On January 25, 1935 the Board of Trustees established the Nancy Breden Trust Fund as the result of a bequest to the Library of \$13,415.03. Additions were subsequently made to this fund in the amount of \$20,631.52. This trust was amended on January 25, 1935 and October 31, 1974. The principal is to be invested in perpetuity, with the interest proceeds being used to maintain and conduct an East Branch Library to be designated as the Breden Branch as reaffirmed by the Board of Trustees on July 10, 2008. On December 31st the percentage of the trust was 36.72%.

b. Ruth Bowers Fund for Youth Programs and Services

The Ruth Bowers fund was established with a bequest of \$73,928.69 by Miss Ruth Bowers with an additional \$5,403.70 from various donors added in 2014. Miss Bowers was a teacher and principal in the Youngstown City School District for 29 years. Income and principal from the fund may be used by the library system for youth programming and services. On December 31st the percentage of the trust was 7.13%.

c. Elizabeth Lowmiller Barnhill Fund for Childrens Programs, Services and Collections

On August 22, 1984, the Library Board of Trustees established the Elizabeth Lowmiller Barnhill Trust Fund with the initial estate distribution of \$37,115.17. Subsequent distributions of \$18,956.26 were received in 1985 and 1986. In 2014 there was \$1,096.17 added from various donors. The will directed the bequest be used for the "Children's Division" of the Library but the Board elected to designate the income only be used to purchase children's books. In the course of the April 2007 reorganization, the Board passed a resolution to remove both restrictions, allowing both principal and interest of the fund to be used to support children's collections, programs and services of the library. On December 31st the percentage of the trust was 9.32%.

Public Library of Youngstown and Mahoning County Foundation Report Summary

12/31/2024

Restricted and Unrestricted Trust Funds

d. W. Sturgeon VanGorder and Elizabeth Slotta Fund for Special Delivery Services

Established by the Board on September 13, 2007 with an initial distribution from the estate of Helen VanGorder in the amount of \$200,000.00 followed by \$143,936.14 received during 2009 and made in honor of W. Sturgeon VanGorder and Elizabeth Slotta for Special Outgoing Services which had been renamed by the Board as Special Delivery. Both principal and interest may be used. On December 31st the percentage of the trust was 27.70%.

e. Kenneth M. Lloyd Fund to Support Further Education of Mahoning Valley Residents

The Board established this trust at their January 24, 2008 meeting. This trust was funded with accumulated donations received from the educational non-profit, Associates For Growth, Inc. in the amount of \$39,000.00, with both income and principal available for expenditure. Associate's president was Jean Eller-Lloyd, daughter to Kenneth. Mr. Lloyd served as a trustee from 1940-1985. On December 31st the percentage of the trust was 2.97%.

f. George N. Boughton Fund to Maintain a Public Library in the City of Canfield, Ohio

On June 10, 2010, the Board established this trust in the amount of \$81,172.20 with the proceeds from the dissolution of the George N. Boughton Testamentary Trust. The trust stipulated that the proceeds were to be used to maintain a public library in the City of Canfield for the use of its citizens. Both principal and interest can be used. The first branch in the City of Canfield known as the George N. Boughton Memorial Library opened in 1936 and was housed in the Community Building until June 1969 when the branch was relocated to a newly constructed Canfield Branch Library on Main Street. On December 31st the percentage of the trust was 6.75%.

g. The Martha Muransky Children's Literacy Fund for the purpose of supporting the Children's Summer Reading Club and/or for Children's Literacy Programs

The Martha Muransky Children's Literacy Fund was established by the Board on December 5, 2013. Mrs. Muransky, a lifelong resident of the Youngstown area, was an avid reader with a special interest in educating children. Although she did not have a college education, she read voraciously and displayed keen intelligence. Martha's love of reading lives on through this bequest to the Library. The fund was established with donations received in her memory totaling \$14,085.00. Both Principal and interest can be expended. On December 31st the percentage of the trust was .97%.

h. The Edward W. Powers Fund for Teen Programming

The Edward W. Powers Fund for Teen Programming came into existence through Board resolution on June 12, 2014, in the amount of \$48,000.00. A second donation was received in December of 2014 in the amount of \$757.61. Both Principal and interest can be expended. On December 31st the percentage of the trust was 3.23%.

i. Carol A. Bacon Literary Society Endowed Fund for Authors

The Carol A. Bacon Literary Society Endowed Fund for Authors was established by the Board of Trustees on January 25, 2018, in the amount of \$75,000. Mrs. Bacon was an avid reader and supporter of children's reading, donating capital funds to various library children's reading areas including Tri Lakes and Austintown. She was a founding member of the Literary Society and supported it financially every year for the Author Events. Both principal and interest can be expended. On December 31st the percentage of the trust was 4.62%.

Public Library of Youngstown and Mahoning County Foundation Report Summary

12/31/2024

Restricted and Unrestricted Trust Funds

j. Rebecca Showman Host an Author Fund

The Rebecca Showman Host an Author Fund was established by the Board of Trustees on June 11, 2020, in the amount of \$10,000. This fund was established to support authors and special events for the Public Library of Youngstown & Mahoning County. On December 31st the percentage of the trust was .61%.

III. Restricted Fowler-Liddle Fund Account No. 1-02-1

Acct. 1-02-1	<u>Farmers Trust</u> <u>12/31/2020</u>	<u>Farmers Trust</u> <u>12/31/2021</u>	<u>Farmers Trust</u> <u>12/31/2022</u>	<u>Farmers Trust</u> <u>12/31/2023</u>	<u>Farmers Trust</u> <u>12/31/2024</u>
Short Term Investments/Cash	1,276.82	1,125.86	968.79	807.83	572.87
Fixed Income	50,000.00	50,000.00	50,000.00	50,000.00	50,003.00
Equities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total**	51,276.82	51,125.86	50,968.79	50,807.83	50,575.87

On September 18, 1991 the Library Board of Trustees established the Ralph D. Fowler Trust Fund. \$50,000.00 was bequeathed with income to be used for the Canfield Branch Library to purchase additional and extraordinary books and other publications not part of the library budget. The books and other publications shall be marked as provided by "THE FOWLER-LIDDLE FUND". These funds are to be invested in Farmers National Bank CDs.

The Unrestricted Funds are as follows.

IV. Combined Unrestricted Fund Account No. 1-04-7

Acct. 1-04-7	<u>Farmers Trust</u> <u>12/31/2020</u>	<u>Farmers Trust</u> <u>12/31/2021</u>	<u>Farmers Trust</u> <u>12/31/2022</u>	<u>Farmers Trust</u> <u>12/31/2023</u>	<u>Farmers Trust</u> <u>12/31/2024</u>
Short Term Investments/Cash	30,939.32	62,874.49	53,148.49	56,851.86	185,479.00
Fixed Income	851,973.27	848,503.88	858,543.90	849,051.24	739,487.55
Equities	<u>747,195.45</u>	<u>824,884.70</u>	<u>582,767.80</u>	<u>667,575.54</u>	<u>726,005.00</u>
Total**	1,630,108.04	1,736,263.07	1,494,460.19	1,573,478.64	1,650,971.55

On April 25, 2007 the Board adopted a new trust agreement, superceding the October 31, 1974 agreement. The following trust funds were combined to form an unrestricted fund for investment purposes.

a. David and Caroline Theobald Fund

Board minutes reflect that \$400.00 was deposited November 19, 1915. It appears that this is the Library's oldest endowment fund. The Board determined on January 23, 1918 that the income was to be used for the purchase of books. In addition to being amended on May 22, 1945 and October 31, 1974, during the reorganization in April of 2007, the Board took action to remove the 1918 restrictions on this fund and allow for both principal and interest of the fund to be used where most needed as there were no restrictions placed in the original bequest. Caroline Theobald was a Library Trustee from 1889 to 1903. David Theobald was a Library Trustee from 1881-1887. On December 31st the percentage of the trust was .63%.

Public Library of Youngstown and Mahoning County Foundation Report Summary

12/31/2024

Restricted and Unrestricted Trust Funds

b. Louisa Andrews Fund

An initial amount of \$5,000.00 was received July 2, 1917. At the January 23, 1918 Board meeting a resolution was passed instructing a special fund in the amount of \$4,000.00 be put into place for the purchase of books. The first trust agreement on file is dated December 31, 1923 and was amended August 20, 1936, October 31, 1944 and October 31, 1974. As the donor did not put any restrictions on the bequest, in April of 2007 the Board elected to remove the restrictions placed on the fund earlier and allow for both principal and interest to be used where most needed. On December 31st the percentage of the trust was 2.64%.

c. Ida Clarke Fund

At the time that Justice John H. Clarke presented \$10,000.00 in memory of Alice Clarke, he also presented \$10,000.00 from a bequest of Dr. Ida Clarke. Both ladies were his sisters. Although her bequest allowed for the funds to be used in the discretion of the trustees, on July 7, 1922, the Board elected to restrict the fund to the use of income only for the purchase of books. On April 25, 2007, the Board voted to remove these restrictions and allow both principal and interest of the fund to be used where needed most. This fund was established July 8, 1922 and amended September 1, 1934, October 31, 1944 and October 31, 1974. Dr. Ida Clarke was a Trustee from 1900-1922. On December 31st the percentage of the trust was 6.91%.

d. Caroline H. Wick Fund

Probate records dated May 27, 1920 reference a sum of \$2,000.00 to the Library. Minutes indicate that these monies were borrowed to cover operating expenses during 1921 and 1922. The loan was repaid and a trust fund in the amount of \$2,000 was established December 15, 1922 which was amended August 20, 1936, October 31, 1944 and October 31, 1974. Both principal and interest can be used. On December 31st the percentage of the trust was 1.27%.

e. James C. Foutts Memorial Fund

On September 24, 1964 the Board made a motion that any monies received in memory of Mr. Foutts be put into a memorial trust fund with income only to be used for Library purposes. Records indicate that monies were added to the trust at various times as funds were received. The trust was first established April 5, 1965 and amended December 31, 1965 and again on October 31, 1974 at which time it was included in the Restrictd Fund. In February 1997 additional donations were received upon the passing of Mrs. Foutts in the amount of \$100.00. During the April 2007 reorganiziation, the Board of Trustees elected to remove any previous restrictions and allowed for both income and principal to be used where most needed. James C. Foutts was the Library Director from 1944 to 1964. On December 31st the percentage of the trust was 2.05%.

f. Olive F. A. Arms Fund

Correspondance dated June 15, 1961 shows that a check for \$10,000.00 was received from the Olive F. A. Arms estate representing an unrestricted bequest. Board minutes from June 16, 1961 reflect a motion to establish a trust in her memory to be used as a scholarship fund. The first trust agreement was executed on July 19, 1961 and Board financial statements indicate that accumulated interest earnings were reinvested back into the trust as of December 31, 1967. As amended April 25, 2007, the Board removed restrictions previously applied to this trust and designated that both principal and interest could be used where most needed by the library. Olive F. A. Arms was a Library Trustee from 1899 to 1900. On December 31st the percentage of the trust was 2.71%.

Public Library of Youngstown and Mahoning County Foundation Report Summary

12/31/2024

Restricted and Unrestricted Trust Funds

g. Luella Walker Fund

In October of 1936 an unrestricted bequest of \$1,000.00 was received followed by a Board motion on March 3, 1937 to establish the Luella Walker Endowment Fund. The original trust was established with \$991.36 on May 20, 1937 and amended on October 31, 1944 and October 31, 1974. On December 31st the percentage of the trust was .71%.

h. William R. Merrick Fund

On October 9, 1928 an unrestricted bequest of \$5,000.00 was received. This fund had been combined with other funds including the Ida Osborne Fund. Minutes indicate that the Board had borrowed from these funds from time to time. During the 2007 reorganization – the funds were recognized individually. This fund was established March 9, 1937 and amended on October 31, 1944 and October 31, 1974. On December 31st the percentage of the trust was 2.82%.

i. Ida Osborne Memorial Fund

Probate will records dated September 9, 1930 reflect an unrestricted bequest from the estate. On October 8, 1930, Board minutes established the Ida Osborne Memorial Book Fund. From the period of 1931 through 1936 funds were borrowed and repaid to this fund. The fund was amended on October 31, 1944 and October 31, 1974 to an unrestricted fund. On December 31st the percentage of the trust was 2.82%.

j. M. Bernard Hirshberg Fund

Minutes from January 25, 1935 document an endowment fund with a value of \$500.00 that had been combined with other funds. Mr. Hirshberg was a trustee from 1881–1888. On December 31st the percentage of the trust was .78%.

k. Norma C. Jones Fund

This unrestricted fund originated with a bequest in the amount of \$5,802.43 in cash and 1,523 shares of Ohio Bancorp common stock valued at \$36,552.00, that was established October 1, 1992. The Library was named as beneficiary under the will of Norma C. Jones who died testate on or about August 15, 1991. On December 31st the percentage of the trust was 9.37%.

l. Louise M. Edwards Fund

An unrestricted bequest was received on September 5, 1942 in the amount of \$845.43. Board minutes from May 22, 1945 detail that this fund was combined with the Membership Endowment, the Income From Endowment Account, the Thebold Fund and the Hirshberg Fund to be held in a safekeeping account. Board financial statements reference this combined trust account as 2933-2 "Safekeeping" where it remained until amended on October 31, 1974 at which time it was again comingled with the other trust funds that comprised that amendment. During the April 2007 reorganization this trust was recognized individually. On December 31st the percentage of the trust was .94%.

Public Library of Youngstown and Mahoning County Foundation Report Summary

12/31/2024

Restricted and Unrestricted Trust Funds

m. Reserve Account Fund

First appeared on the Boards "Corporate Account" financial statement in 1952 as one of the trusts listed under the unencumbered heading. There appeared to have been loans from the Corporate Account funds into the Justice Clarke Trust Fund #3059-M to exercise rights to purchase AT&T debentures. Later records show reference to an unencumbered trust #3059-1 referred to as either "Reserve" or "General" Account where in the loans were repaid using trust earnings from Justice Clarke's Trust Fund. This fund was later amended on October 31, 1974 where it was included in with the "Book Fund Agreement". On December 31st the percentage of the trust was 36.32%.

n. Ameila Gail Sarbu Fund

This trust was established by the Board on September 13, 2007 with an unrestricted bequest of \$363,231.66 consisting of her entire estate. Little is known about Mrs. Sarbu's affiliation with the library other than that at one time she lived on the north side of the city of Youngstown. She was a resident of Warren, Ohio at the time of her death. On December 31st the percentage of the trust was 30.03%.

V. Income Account No. 1-01-3

Earnings from the trusts managed by Farmers Trust Company are deposited into this account quarterly. They are held in the account until such time as can be transferred back to the Library Foundation money market account at First National Bank. As of 12/31/24 the balance, all in cash and equivalents, was \$61,055.40.

In addition to the funds listed above – the Library is the beneficiary of two additional trust funds as follows:

FUNDS HELD AT FARMERS TRUST COMPANY

Lee Wick Dennison Fund No. 2-01-3

In March of 2013 the Lee Wick Dennison Endowment Trust was established with the Library named as the sole beneficiary of the trust which is to be administered by Farmers Trust Company. The income is to be distributed to the Library to be used for the benefit of the Poland Branch Library. Lee Wick Dennison passed away on August 31, 2012, and her will designated this trust be established in the amount of \$500,000 as a gift from Lee Wick Dennison in memory of her mother, Janie Wick Dennison.

Acct. 2-01-3	<u>12/31/2020</u>	<u>12/31/2021</u>	<u>12/31/2022</u>	<u>12/31/2023</u>	<u>12/31/2024</u>
Cash and Equivalents	18,018.71	10,133.29	45,896.92	84,056.40	30,001.75
Fixed Income	253,345.07	271,553.48	282,506.11	234,613.77	291,429.67
Equities	<u>436,220.77</u>	<u>493,534.84</u>	<u>324,717.15</u>	<u>378,604.75</u>	<u>418,443.75</u>
Total**	707,584.55	775,221.61	653,120.18	697,274.92	739,875.17

Public Library of Youngstown and Mahoning County Foundation Report Summary
12/31/2024
Restricted and Unrestricted Trust Funds

FUNDS HELD AT PNC BANK

Jane Jackson Fund No. 66453

Board minutes from July 11, 1972, report that the Library was to receive income from the Jane Jackson Trust. This remainder trust had been established in 1958 and named the Library along with the New Castle Public Library as beneficiaries of the trust to share equally in all income following the demise of all life income beneficiaries as specified in her will. The terms of the bequest are that trust distributions be used for the purchase of books. In December of 1999, an election was made by the Board to have the maximum income distribution allowable which is the greater of 5% of the applicable fund value or the traditional trust law income. A memorial plate is to be placed in each book. A beautiful book plate was especially designed for the memorial books and approved by Miss Jackson's nephew, and last remaining heir, the late Paul Jackson.

Acct. 20-Y028-00-2	<u>12/31/2020</u>	<u>12/31/2021</u>	<u>12/31/2022</u>	<u>12/31/2023</u>	<u>12/31/2024</u>
Cash and Equivalents	8,036.62	11,909.95	10,367.72	5,866.37	6,100.55
Fixed Income	77,924.72	81,023.84	48,556.04	58,044.70	62,078.06
Equities	<u>153,679.27</u>	<u>159,002.64</u>	<u>133,143.93</u>	<u>146,992.54</u>	<u>152,769.65</u>
Total**	239,640.61	251,936.43	192,067.69	210,903.61	220,948.26

Reuben McMillan Free Library Association 2024 Donations, Gifts, Bequests and Grants

Library Foundation Account

Estate of Louise M. Ward	77,289.18
Community Foundation of the Mahoning Valley	25,000.00
Friends of PLYMC	7,000.00
Susan Sokolov	5,500.00
#1 Cochran	5,000.00
James Bacon	5,000.00
Phyllis Bacon	5,000.00
Schmutz Family Foundation	5,000.00
The Muransky Co.	5,000.00
Encino Energy	4,104.84
Jason McQuown	4,000.00
Jill Maughan	4,000.00
Boardman Rotary Club	3,000.00
Richard & Susan Sokolov	2,000.00
Frank & Pearl Gelbman Foundation	1,500.00
Frank & Pearl Gelbman Foundation	1,500.00
Friends of PLYMC	1,500.00
Harrington, Hoppe & Mitchell, LTD	1,500.00
James & Patricia Pieron	1,500.00
Vincent & Phyllis Bacon	1,500.00
William & Carol Weimer	1,500.00
Youngstown Tube Co	1,500.00
Aimee Fifarek & Jason Boland	1,267.50
John Lisko	1,260.00
Charities Aid Foundation America	1,200.00
Marjorie Miller	1,200.00
Alexa & Joshua Blackann	1,000.00
Atty Leonard & Gina Schiavone	1,000.00
Brian & Stephanie Swanke	1,000.00
David & Christina Rohrbaugh	1,000.00
Deborah Liptak	1,000.00
James & Melissa DiBacco	1,000.00
Rotary Club of Poland	1,000.00
The Cafaro Foundation	1,000.00
Youngstown Rotary Foundation	1,000.00
Amy Daprile & Crissi Jenkins	760.00
Dr Joseph & Mary Zeno	760.00
Reliable Consulting Group, LLC	760.00
Camelot Recreation Center	760.00
Joyce Richards & Megan Richards	750.00
Kathy & Erin Dwinells	750.00
Ronald Dwinells	750.00
Feb 15th Author Event	595.00
PNC	520.00
Eugenia Atkinson	510.00
Albert & Rosalyn Miller	500.00
Canfield Rotary Association	500.00
Carl James	500.00
Daprile Insurance Group, LLC.	500.00
Dennis J Berry	500.00
Fox Funeral Home	500.00
Howard Lewis	500.00
Jean Churchill	500.00
Jennifer Lloyd	500.00
Lee & Bonnie Burdman	500.00
Lois Koval - Wells Fargo Advisors	500.00
Martha Bushey	500.00
Premier Wealth	500.00
Rotary Club of Austintown	500.00
Sherman Creative Promotions	500.00
YSU Foundation-Paul McFadden	500.00

Reuben McMillan Free Library Association 2024 Donations, Gifts, Bequests and Grants

Gregory DeNiro	350.00
Amy Kirk	309.00
Terry Dimascio	300.00
Chris & Sarah Gabrick	250.00
Denise Glinatsis Bayer & Carol Fontaine	250.00
Don Raybuck - Prout Boiler, Heating & Welding, Inc	250.00
Friends of PLYMC - East Committee	250.00
Jim & Sue Meehan	250.00
Kathry & Mark Scheel	250.00
Sally Lapin	250.00
Shirley Neher & Carol Sankovic	250.00
Struthers Rotary Club	250.00
Tami Pompeii	250.00
All other donations under \$250	66,717.99
Total - Library Foundation	<u>267,913.51</u>

Greetings, Trustees!

With a new year comes a fresh approach to telling our Library's story. My goal with this new format is to give you, our Board, greater insight into how PLYMC's strategic initiatives, partnerships, and direct service to patrons combine to impact the quality of life for everyone in Mahoning County.

This strategy is composed of three broad categories:

- Raising our Voices – the story we tell about PLYMC to our stakeholders, some of whom may never set foot in a library building.
- Our Patrons' Experience – our efforts to ensure that the people and partners we engage with are not only satisfied but enriched.
- How We Support the Work – everything that must happen before the first *"Hello, welcome to the Library!"* is said.

This report structure will be refined over the course of 2025 so you have best combination of strategic vision and our day to day service. My goal with these changes is for you to feel that your time and efforts on behalf of PLYMC are a worthy investment.

-- Aimee

Raising Our Voice

PLYMC communicates with our stakeholders in a variety of ways: through social and traditional media, having conversations with influential individuals, community organizations and elected officials, and by providing opportunities for these to become involved with PLYMC through select decision-making processes.

The Facilities Masterplan project, which began in November 2024, is providing multiple communication opportunities. Not only will our Plan incorporate data and strategic documents from organizations like Eastgate Council of Governments, Youngstown City Schools, and Goodwill Industries, but it also allows us to have in-depth conversations with a select group of local leaders about their visions for Mahoning County and how the Library play a part in that.

Our patrons also have a voice in this process. We have already completed an online survey that resulted in over 1500 responses, thanks to the dedicated efforts of **our Marketing Team**. We now have feedback boards in all the libraries and select community locations to gather additional insights.

Thanks to **Strategic Communications Office Michael Stepp**, we are able to spread the word about these opportunities through various media segments ([WFMJ](#), [WKBN](#)) and an opportunity for me to talk with Matt Stone on the noon news.

We are also getting great coverage of the facilities project already underway at Sebring branch and its temporary home at the Firehouse, ([WKBN](#)), not to mention this January's the unique opportunity to further help our friends and neighbors in the colder months ([WFMJ](#)).

Sometimes our conversations are just to try to let our community know that we are here and ready to serve them. The North Jackson Citizens Association Community Dinner heard **from Kelly Kotel, our Tri-Lakes Supervisor**, who shared information about Tri Lakes Branch and PLYMC. She presented information to 60 attendees from various organizations and businesses in the area.

If you know of organizations that would benefit from knowing more about library services, please suggest that they contact the library. We would be happy to have a staff member speak to them about the services we offer.

A specialized aspect of communications is our **Advocacy** work. With a successful Levy Campaign behind us, we are now able to focus on the state's biennial budget. Michael and I are laying the groundwork through conversations with Elected Officials at local venues like Chamber events and scheduling one on one sit downs to paint a broader picture of everything we do. With a goal to discuss our priorities in literacy and other programs, we can get input from community leaders on how our focus can benefit them and their constituencies.

We are also preparing for Legislative Day on April 8th, where librarians and advocates from all over the state will converge on the Ohio Statehouse to press for solid future funding the **Public Library Fund** in the state's biennial budget to be finalized in June. Efforts to reduce

the burden on taxpayers could have the unintended consequence of reducing PLF funding,

so we want to make sure our legislators are fully informed about our work and its impact.



Hitting the Highway with

Hannah

Jan 2 · 🌐

🌟📖 If you haven't checked out [The Public Library of Youngstown and Mahoning County Main](#) in Downtown Youngstown, you're missing out! After its remodel a year or two ago, we finally had the chance to visit, and wow, what a transformation!

The highlight for us was definitely the adorable treehouse-themed play area for the kids. 🌳 Hannah couldn't get enough of the Giant Lite Brite—so much fun! Plus, there's a little play kitchen complete with a fridge, stove, and oven that will spark their imagination. 🔍

But it's not just for the little ones! The library also boasts an awesome teen area filled with STEM activities, a computer lab, and tons of books. 📖✨ It's truly a treasure trove of learning and creativity for all ages. They have partnered with [OH WOW Science Center](#) and you can check out the OH Wow kit which gives you 4 free admission passes.

If you're in the area, be sure to stop by—you won't regret it! [#YoungstownLibrary](#) [#FamilyFun](#) [#CommunityLove](#)

305 Wick Ave, Youngstown, OH 44503



@thesimpleenvironmentalist

YES! [@theplymc](#) is the BEST source for books, (Poland has a used book store) with programs and events and even cooking demos. ❤️ our library and staff.

Social media is one area where we have seen a huge boost in advocacy support. The Library has been receiving rave reviews including from a local influencer who shares reviews of locations for families. We also saw a patron sharing some love for finding great books. Making or promoting posts like the ones below not only helps our profile with current and future patrons, but with elected officials and those who influence them.

Posts on social media can also be an encouragement to donors to the library. **The Library Foundation** raised \$267,000 in 2024, including \$14,535 in Memorials alone. The annual campaign just passed its modest goal of \$3,000, earning \$7,205 in total.

Refocusing our development strategies is a key priority for 2025. We have set a goal of raising \$325,000 this year and to meet that goal we are working to find new avenues of messaging, new channels for donor outreach, and new programs and services that support our friends and neighbors in Mahoning County.

Our **Development Director, Debbie Liptak**, will be applying all she has learned in recent workshops, conferences and development focused programming including the Northeast Ohio Regional Library Service's Strategic Leadership 2025 Workshop, Community Foundation of the Mahoning Valley's Non-Profit/Development Directors Network Session as well as participating in the continued programming of the Association of Fundraising Professionals.

Our Patrons' Experience

Making quality information accessible is at our core and encapsulated in our **mission statement: We Share, We Create, We Grow**. Our **Experience team** members, spread across the county among 14 branches and Pop-Up Library, spend each day working for and with the public to achieve a very attainable goal: to ensure a lifetime of literacy for every resident of Mahoning County. Whether it is foundational or culinary, health or financial, our commitment to providing access to literacy that enriches our community goes far beyond books.

One of the more technologically focused departments **is our Digitization Lab run by Librarian Matt Rose**. While Matt mostly works behind the scenes making historic resources accessible online by making digital copies, he's also started to branch out into public programming. Matt saw the need to help our community preserve the past for future generations and created a Beginning Digitization program. The response has been so great that he's created an Intermediate Digitization program that will launch in February. Patrons have shared that these free classes are very much appreciated because these skills are not taught anywhere else.

Health and Wellness classes are also very popular right now, for young and young at heart.



Our Canfield and Austintown branches continue to hold Gotta Move sessions and they have been seeing large and enthusiastic crowds over the last few months.

Mindful painting Health and **Wellness Librarian Rachael Estudante** was a huge hit with our Poland community.

Offering programs in cooperation with partners is one we ensure our community is fully informed about the resources they have. It also goes a long way to stretch our most limited and valuable resource, staff time. Bingocize continues to be a popular program done in conjunction with the Mahoning County Public Health Department. Held at our Sebring Branch before the refresh, this great program is now being hosted by **Poland Library Supervisor Hayley McEwing** and her extraordinary team at Poland. We are working to expand Bingocize to other branches in 2025.



Judy Jones, our Career Development Librarian based at Main, talked about her new Job Scams program at Ohio Means Jobs Service Delivery meeting in January. It was met with such enthusiasm, that they asked her to provide an OMJ Cross-training event to OMJ partners in February.

We are pleased to share that **Ben Corll, Supervisor of Brownlee Woods Library**, has been named to OLC's Children's Services Division Action Council. He, along with other Action Council members, are working on developing a Storytime 101 Workshop that will be offered at PLYMC and other locations throughout the state. With over 400 storytimes hosted by our staff across all our branches in 2024 and over 9000 people from our communities attending, strong storytimes are a critical step in our efforts to provide a lifetime of literacy.

Of course, our circulating collection remains a key component of what we do each day. In 2024, our books and ebooks, audio books and movies – not to mention laptops and wifi hotspots – were circulated over 1,467,337 times in 2024 - a 4% increase over the prior year. Having fine free access to these resources makes our taxpayers' dollars go farther and ensures there is always a cost-free way to be sure that economics are not a barrier to accessing literacy resources.

PLYMC is committed to finding new and innovative ways to understand how best to get our materials into our patrons' hands. We have a new tool that will be providing us insights into how to maximize collection use: LibraryIQ, a new software platform to support staff understanding of collection movement is currently being explored by our supervising librarians, with our **Technology and Collection Services Division** taking the lead on implementation.

Looking forward to the next few months, **Shelby Santullo, Youth Services Librarian, and Pam Brockway, Public Service Manager** will attend Family Place Training during the first week of March when the Michael Kusalaba branch will become a certified Family Place Library. In addition to Librarians specially trained in child development and family support, Family Place Libraries offer specially designed welcoming spaces for families with young children including board and picture books, age-appropriate toys, puzzles, dramatic play items, blocks and drawing stations. We are incredibly excited about this new opportunity, which will help us partner with community organizations including engaging with new and/or underserved audiences such as new moms, immigrant and low-income families.

Supporting the Work

Having quality spaces is one of the main ways we make our information accessible. Therefore, ensuring the long-term health of our buildings is a key component planning for PLYMC's future. The more time and resources we spend on fixing old problems, the less we get to spend on our patrons and the community.

Chief Operations Officer Jordan Shaver is in his fourth month with PLYMC and has already hard at work prioritizing the maintenance and upgrades needed across our system. Jordan is working with the architects and engineers at Bialosky, our Master Plan consultants, to coordinate the evaluations all existing facilities and systems. This process will include the long-awaited documentation needs at **our Poland Library**.

Meanwhile, our **Facilities Maintenance Team** is hard at work on the **Sebring Library refresh**, which began at the end of 2024 and is currently on schedule for March completion. This long-awaited remodel includes electrical and ceiling upgrades, a complete floor replacement, and a new work area for our staff.

We have a very talented Facilities team who do exceptional work in-house, which frequently saves us a lot of money when compared with buying commercial-grade products. For instance, **Trades/Craftsperson Michael Highfield** is hard at work building custom cabinets for our Brownlee Woods and Struthers Libraries.

The **Information Technology Team** is also supporting Struthers and Brownlee Woods, as well as Campbell, East and Michael Kusalaba Libraries, by deploying updated staff and public computers, public software, and various pieces of technology infrastructure that keep our buildings online.

An increasingly significant aspect of our buildings is the security infrastructure that protects staff and patrons. **Safety and Security Manager Darren DeBolt**, in collaboration with the **Information Technology Department**, has been upgrading CCTV cameras across the system, as well reviewing safety stations in every location. **COO Jordan Shaver and Chief Experience Officer Erin Phemester** recently updated procedures for extreme weather and other types of Calamity Days so that our Operations and Experience Teams can keep the communication flowing to our staff during times of uncertainty.

PLYMC does not operate without its personnel. Every person working to better our patrons' understanding of the world is a key component of our ecosystem. Our **Human Resources Division** is doing a stellar job of recruitment and retention. PLYMC's turnover rate has decreased again, from 12% in 2023 to 7% in 2024! HR is currently working to fill the eight vacancies in our system.

One of our recent hires is **Maintenance Technician Kenny Lugo**. Kenny was one of our trusted Masters Security Guards before applying to become a PLYMC employee. We are thrilled to have him on board! He was hired to fill the vacancy left **the promotion of Marvin Monroe to Maintenance Trades/Craftsperson**, who you are sure to see regularly at Main Library doing all the things that keep this complicated building running.

HR is also leading administrative team through the Contract Negotiation process with PLAY and CMT Bargaining Units. We are completing five-year contracts with our two SEIU unions and hope to have new contracts in place in the next few months.

Reuben McMillian Free Library Association
General Fund Budget
Board Meeting of February 13, 2025

	2024	2024	2025	2025
	Adopted Budget	Revised Budget	Temporary Budget	Permanent Budget
Balance Forward	12/12/2024 \$ 13,690,651.08	12/31/2024 \$ 13,690,651.08	12/12/2024 \$ 11,374,630.15	2/13/2025 \$ 12,792,837.52
RECEIPTS				
1210 General Property Tax - RE Gross	9,417,126.31	9,417,179.63	9,058,112.53	9,058,112.53
1250 Tangible Personal Property Tax	60.00	53.32	-	-
2130 Federal Government/Grants	900.00	863.68	900.00	900.00
2131 Federal Government/E-Rate	162,823.81	162,823.81	160,000.00	160,000.00
2170 Federal Grants Restricted	100,000.00	83,849.47	100,000.00	100,000.00
2200 State of Ohio/PLF	10,396,837.22	10,279,262.36	10,159,657.52	10,338,744.17
2210 State of Ohio/TLR/Rollback & Homestead	863,300.29	863,300.29	951,490.13	951,490.13
3110 Patron Fines & Lost Books	20,000.00	19,656.00	18,000.00	18,000.00
3140 Copy Machines	50.00	7.30	500.00	500.00
3141 Debit Cards	75,000.00	73,242.59	65,000.00	70,000.00
3199 Other Patron Fees	14,500.00	11,912.93	14,500.00	12,000.00
4120 Interest	730,000.00	748,207.39	700,000.00	725,000.00
6120 Restricted Contributions/Grants	5,000.00	-	5,000.00	5,000.00
8000 Rental Income	23,800.00	21,875.00	23,800.00	23,300.00
8710 Refunds for Overpayment	7,500.00	4,455.42	7,500.00	5,000.00
8720 Insurance Reimbursements	34,109.86	35,885.66	29,109.86	19,527.56
8798 Reimbursement From Grants	1,000.00	500.00	1,000.00	1,000.00
8799 Other Refunds	20,000.00	10,500.59	20,000.00	20,000.00
8999 Miscellaneous	5,000.00	1,634.62	5,000.00	5,000.00
Subtotal Receipts	21,877,007.49	21,735,210.06	21,319,570.04	21,513,574.39
TOTAL RECEIPTS AND BALANCE FORWARD	\$ 35,567,658.57	\$ 35,425,861.14	\$ 32,694,200.19	\$ 34,306,411.91
EXPENDITURES				
1100 Salaries	\$ 10,593,367.56	\$ 10,230,867.56	\$ 11,783,540.60	\$ 12,004,601.16
1400 Retirement Benefits	1,475,728.85	1,354,728.85	1,641,618.82	1,672,567.29
1600 Insurance Benefits	2,590,817.33	2,472,817.33	2,753,011.81	2,817,083.50
1900 Other Employee Benefits	59,200.00	35,200.00	60,000.00	60,000.00
TOTAL SALARIES & BENEFITS	14,719,113.74	14,093,613.74	16,238,171.23	16,554,251.95
2100 General Office & Programming Supplies	1,100,500.00	1,011,500.00	1,128,592.00	1,160,450.00
2200 Property Maintenance Repairs	73,500.00	75,500.00	73,500.00	77,500.00
2300 Motor Vehicle/ Fuel Supplies & Parts	40,000.00	27,000.00	40,000.00	40,000.00
TOTAL SUPPLIES	1,214,000.00	1,114,000.00	1,242,092.00	1,277,950.00
3100 Travel & Meeting Expenses	162,500.00	109,500.00	202,500.00	207,500.00
3200 Communications, Printing & Publicity	571,540.00	442,540.00	572,540.00	572,540.00
3300 Property Maintenance	1,767,540.00	1,560,540.00	1,796,830.00	1,857,830.00
3400 Insurance	146,092.00	112,092.00	135,592.00	147,892.00
3500 Rent/Leases	96,245.00	66,245.00	102,245.00	99,745.00
3600 Utilities	446,000.00	416,000.00	446,000.00	446,000.00

Levy proceeds as shown in accounts 1210 and 2210 represent 47% of total budgeted revenue.

Based on estimate received for distributions in 2025 from the Ohio Department of Taxation that was released in December, 2024. This represents 48% of total budgeted revenue.

Includes current and anticipated staffing positions, negotiated increases, anticipated retirement payouts as well as any health insurance renewal increase for the Library as contractually negotiated.

Reuben McMillan Free Library Association					
General Fund Budget					
Board Meeting of February 13, 2025					
	2024	2024	2025	2025	
	Adopted	Revised	Temporary	Permanent	
	Budget	Budget	Budget	Budget	
	12/12/2024	12/31/2024	12/12/2024	2/13/2025	
3700 Professional Services	774,647.68	511,647.68	764,772.85	664,772.85	
3800 Library Material Control Services	286,250.00	267,250.00	275,975.00	353,975.00	
3900 Other Contracts & Purchased Services	32,500.00	32,500.00	25,000.00	35,000.00	
TOTAL PURCHASED & CONTRACTED SERVICES	4,283,314.68	3,518,314.68	4,321,454.85	4,385,254.85	
4100 Books	633,500.00	610,500.00	900,000.00	900,000.00	
4200 Periodicals	33,000.00	31,800.00	40,000.00	40,000.00	
4300 Audiovisual Materials	212,000.00	148,000.00	232,000.00	232,000.00	
4500 Electronic Information Public Use	1,310,500.00	1,229,500.00	1,610,000.00	1,635,000.00	
4600 Interlibrary Loan	48,500.00	46,500.00	55,000.00	55,000.00	
4900 Library Material / All Other	15,000.00	13,000.00	15,000.00	15,000.00	
TOTAL LIBRARY MATERIALS	2,252,500.00	2,079,300.00	2,852,000.00	2,877,000.00	
5500 Furniture & Equipment	100,000.00	84,000.00	100,000.00	100,000.00	
5700 Motor Vehicles	50,000.00	50,000.00	170,000.00	470,000.00	
TOTAL CAPITAL OUTLAY	150,000.00	134,000.00	270,000.00	570,000.00	
7100 Dues & Memberships	60,000.00	25,000.00	60,000.00	60,000.00	
7200 Taxes & Assessments	6,600.00	6,600.00	6,600.00	6,600.00	
7500 Refunds & Reimbursements	6,500.00	5,500.00	6,500.00	6,500.00	
7900 Other Miscellaneous	1,000.00	-	1,700.00	1,700.00	
TOTAL OTHER OBJECTS	74,100.00	37,100.00	74,800.00	74,800.00	
8999 Unallocated Appropriations	-	-	200,000.00	200,000.00	
TOTAL EXPENSE	22,693,028.42	20,976,328.42	25,198,518.08	25,939,256.80	
9980 Transfers to Building & Repair Fund	1,000,000.00	2,000,000.00	1,000,000.00	1,000,000.00	
9999 Transfers to Technology Development Fund	500,000.00	500,000.00	500,000.00	500,000.00	
TOTAL TRANSFERS	1,500,000.00	2,500,000.00	1,500,000.00	1,500,000.00	
TOTAL EXPENSE & TRANSFERS	24,193,028.42	23,476,328.42	26,698,518.08	27,439,256.80	
Unencumbered Balance Forward	11,374,630.15	11,949,532.72	5,995,682.11	6,867,155.11	
TOTAL EXPENSES & BALANCE FORWARD	\$ 35,567,658.57	\$ 35,425,861.14	\$ 32,694,200.19	\$ 34,306,411.91	

Reuben McMillan Free Library Association
 Building & Repair Fund
 Board Meeting of February 13, 2025

	2024 Adopted Budget 12/12/2024	2024 Revised Budget 12/31/2024	2025 Temporary Budget 12/12/2024	2025 Permanent Budget 12/31/2025
Balance Forward	21,069,766.81	21,069,766.81	20,881,266.81	23,548,835.12
RECEIPTS				
4121 Interest	630,000.00	774,457.76	630,000.00	630,000.00
6112 Contributions	500.00	-	500.00	500.00
8110 Sale of Property	-	-	-	-
8998 Miscellaneous	-	-	-	-
9998 Transfer from Library Foundation	-	-	-	-
9999 Transfer from General Fund	1,000,000.00	2,000,000.00	1,000,000.00	1,000,000.00
Total Receipts	1,630,500.00	2,774,457.76	1,630,500.00	1,630,500.00
Total Receipts & Balance Forward	<u>\$ 22,700,266.81</u>	<u>\$ 23,844,224.57</u>	<u>\$ 22,511,766.81</u>	<u>\$ 25,179,335.12</u>
EXPENDITURES				
3781 Investment/Banking Fees	\$ 12,000.00	\$ 10,700.00	\$ 12,000.00	\$ 12,000.00
5110 Purchase of Land	-	-	-	-
5210 Land Improvements	-	-	-	-
5310 New Buildings	-	-	-	-
5410 Building Improvements/Capital Leases	1,370,000.00	720,000.00	4,797,700.00	5,029,000.00
5511 Equipment	300,000.00	-	300,000.00	300,000.00
8998 Unallocated Appropriation	137,000.00	-	479,770.00	502,900.00
Total Expenses	1,819,000.00	730,700.00	5,589,470.00	5,843,900.00
Unencumbered Balance Forward	20,881,266.81	23,113,524.57	16,922,296.81	19,335,435.12
Total Expenses & Balance Forward	<u>\$ 22,700,266.81</u>	<u>\$ 23,844,224.57</u>	<u>\$ 22,511,766.81</u>	<u>\$ 25,179,335.12</u>

See Detail Sheet.

Reuben McMillan Free Library Association
Building & Repair Fund
Board Meeting of February 13, 2025

The purpose of this fund is to document anticipated facility improvement projects exceeding \$25,000. The information is presented for two purposes. First, it shows projects that are either currently approved, anticipated or under discussion. The second purpose is to provide a basis for long range financial planning so that the library can be prepared. Actual costs and amounts budgeted for each project can be expected to vary as the individual projects are developed. Projects further in the future have less precision. (Projects costing \$77,250 or more in 2025 require public bidding).

	Budget Year	2025
Austintown		
Interior refresh		250,000.00
Roof repairs		40,000.00
HVAC replacement		75,000.00
Poland		
Exterior painting		150,000.00
Exterior carpentry work		50,000.00
Elevator upgrade		275,000.00
Retaining wall repairs		800,000.00
Architectural review repairs		1,000,000.00
East		
Exterior siding/repairs		900,000.00
Parking lot repair		35,000.00
Newport		
HVAC replacement		45,000.00
Brownlee		
Parking lot expansion		
Main		
Masonry repair-20% of total		100,000.00
Sebring		
General updates		70,000.00
Replace carpeting		29,000.00
Canfield		
Exterior paint		75,000.00
Replace carpeting		
Struthers		
Window replacement		135,000.00
Reseal and strip all parking lots		-
Reserve for unscheduled projects		1,000,000.00
Subtotal		\$ 5,029,000.00
Investment Fees		12,000.00
Furniture/Equipment		300,000.00
Contingency factor of 10%		502,900.00
Total With Contingency		\$ 5,843,900.00

Reuben McMillan Free Library Association
 Technology Development Fund
 Board Meeting of February 13, 2025

	2024 Adopted Budget 12/12/2024	2024 Revised Budget 12/31/2024	2025 Temporary Budget 12/12/2024	2025 Permanent Budget 12/31/2025
Balance Forward	3,860,386.39	3,860,386.39	3,871,565.39	4,137,592.08
RECEIPTS				
2132 Federal Government/E-Rate	20,000.00	17,484.45	25,000.00	25,000.00
4122 Interest	20,000.00	18,182.17	20,000.00	20,000.00
9951 Transfer From Other Funds	500,000.00	500,000.00	500,000.00	500,000.00
Total Receipts	\$ 540,000.00	\$ 535,666.62	\$ 545,000.00	\$ 545,000.00
Total Receipts & Balance Forward	<u>\$ 4,400,386.39</u>	<u>\$ 4,396,053.01</u>	<u>\$ 4,416,565.39</u>	<u>\$ 4,682,592.08</u>
EXPENDITURES				
3782 Investment/Banking Fees	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
5550 Equipment	528,121.00	328,121.00	519,585.00	519,585.00
Total Expenses	528,821.00	328,821.00	520,285.00	520,285.00
Unencumbered Balance Forward	3,871,565.39	4,067,232.01	3,896,280.39	4,162,307.08
Total Expenses & Balance Forward	<u>\$ 4,400,386.39</u>	<u>\$ 4,396,053.01</u>	<u>\$ 4,416,565.39</u>	<u>\$ 4,682,592.08</u>

See Detail Sheet.

Reuben McMillian Free Library Association
Technology Development Fund
Board Meeting of February 13, 2025

The purpose of the Technology Development Fund is to provide resources necessary for implementation of the Technology Plan.
 This plan provides for ongoing support of existing computing needs, establishing a network to enable increased sharing of resources and positions the library to take advantage of products and services developed for the library marketplace that meet local needs.
 Major activities sustain the current technology infrastructure and develop new applications.

	2025
Upgrades to existing equipment and data-network:	
Annual system wide targeted replacement computers -15%	\$ 165,000.00
Public Use Tech Items (such as Xbox, iPad, tablets, laptops)	20,000.00
Replacement self check units	20,000.00
MN maker space or programing area - placemaker	7,000.00
Replacement switches - actual cost prior to e-rate reimbursement	24,500.00
Replace AWE stations with NABI tablets, mounted iPads, and ABC Mouse Stations (as AWE break)	2,800.00
Replace old UPS battery units	5,200.00
New VMware Servers	3,500.00
Replacement/new laptops/surfaces, as needed (for branch kits and staff use)	60,000.00
Replace MK maker items when needed	2,500.00
Replacement tablets, iPads	4,900.00
Access points (e-rate) - actual cost prior to e-rate reimbursement	2,700.00
Replace one meeting room projector, if needed	5,500.00
Assorted maker space supplies	2,200.00
Network cabling - additional and repairs	16,000.00
Color copiers	2,900.00
Digitization equipment	10,000.00
Mac refresh (laptops/i-pads) for Marketing department	9,500.00
AT&T hardware to migrate branches from copper to cellular for VOIP failover and security upgrade	3,000.00
RFID tags	20,000.00
New door counters	25,300.00
Replacement-MN Genealogy Scanpro	13,000.00
CCTV camera updates	36,150.00
Network rack upgrades at ST	2,700.00
MN AV hardware (unwarranted)	8,000.00
Contingency (10%)	47,235.00
Investment fees	700.00
	<u><u>\$ 520,285.00</u></u>

Resolution for Advances of Collections of Real Property Taxes

Whereas, funds from the 2.4 mil Operating Levies will be collected in 2025 and

Whereas, these funds will be used for current operating expenses throughout 2025,

Therefore, Be It Resolved by the Board of Trustees of the Reuben McMillan Free Library to hereby authorize and instruct the Chief Financial Officer to request from the Mahoning County Auditor that the Library to be advanced, any collections of tax dollars from said levies, per the schedule set forth by the Auditor's office.

Whereas, Judith (Judy) Sluss' career at PLYMC began in 1987 as a Regional Juvenile Librarian in the West Region. Originally stationed at Special Outgoing Services/West branch, she continued to work until September 1991 when she transferred to the Austintown branch as an Adult Services Librarian.

Whereas, In November 1993, she transferred to the Science and Industry department at the Main Library, then transferred to the Readers' Services department at the Main Library in August 1999.

Whereas, In April 2000, Judy returned to the Austintown branch as a Generalist Librarian and was promoted to Assistant Supervisor at Austintown branch in September 2002. In November 2011, she became Supervisor of the Urban Unit, which included the Newport, East, West, Brownlee Woods, Campbell, and Struthers branches, before moving to the Supervisor position of Special Services. In July 2021, she became the Community Engagement Assistant Supervisor, a post she held until her retirement.

Now, Therefore, Be It Resolved, that the Board of Trustees of the Reuben McMillan Free Library Association hereby expresses its respect and admiration to Judith (Judy) Sluss and, on behalf of the citizens of this community, recognizes his considerable contribution to the library system.

Be It Further Resolved, by the Board of Trustees of the Association, that the following resolution be spread upon the minutes of the Association, and that a copy be presented to Judith (Judy) Sluss



As members of the Board of Trustees, your support and guidance is vital to the stability and sustainability of the Library. Without your support, we would not be where we are.

In 2025, we have given ourselves the goal of raising \$325,000! We need your help to reach that goal. While everyone has different means and different strengths, there are a variety of ways to support our work.

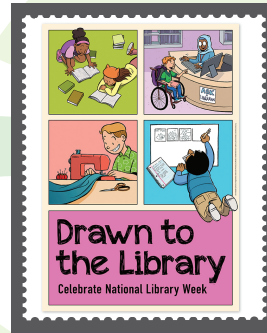
Each giving opportunity throughout the year means our programs continue and our services remain. All of these events culminate in our largest effort of the year, the Annual Campaign in November.



Spring Library Campaign

March/April 2025

Our Spring Campaign helps to raise funds for upcoming initiatives. Every contribution is vital to the Library's continued success.



National Library Week

April 6-12, 2025

National Library Week is a celebration highlighting the valuable role libraries, librarians, and library workers play in transforming lives and strengthening our communities.



Ladies in Little Black Dresses for Literacy

June 5, 2025

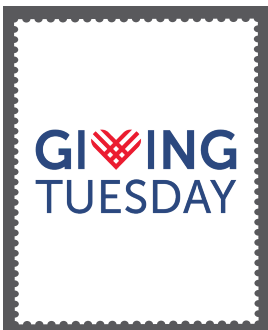
This annual party at the Lake Club in Poland is the perfect opportunity to support the Library, and have some fun along with your with fellow Library Supporters.



Literary Society National Best-Selling Author Event

October 2025

This annual event is sure to be another impactful effort. It is historically the largest event on our Development calendar.



Giving Tuesday

December 2, 2025

The holidays are traditionally a time of giving, and a perfect opportunity to work with our Development team to support our programs.



Annual Library Campaign

November/December 2025

At the end of each year, the Development Department launches our annual campaign. End the year by supporting our renowned programs and services.

If you have any questions about how you can support the library this year, please contact Debbie Liptak at dliptak@libraryvisit.org or 330-740-6086.

February 13, 2025						
Name	Old Title/Location	New Title/Location	Old Rate	New Rate	Per	Effective
<u>NEW EMPLOYEES</u>						
Lugo, Robert		Maintenance FT/Newport		19.45	hr	1/27/2025
<u>TRANSFERS & CHANGES IN RATE</u>						
Adkins, Colleen	Emp Engagement & Exp Mgr/ADM		73,200.00	79,849.11	yr	12/22/2024
Angelo, Courney	Marketing Manager/ADM		78,323.87	85,406.30	yr	12/22/2024
Beach, Cindy	Public Service Manager/ADM		84,731.10	92,392.90	yr	12/22/2024
Bika, Jason	Computer Support Tech/ADM		22.81	23.95	hr	12/22/2024
Brockway, Pamela	Public Service Manager/ADM		78,323.87	85,406.30	yr	12/22/2024
Casey, Tom	Chief Technology Officer/ADM		100,560.40	107,564.93	yr	12/22/2024
Chaney, Mary Ann	Financial Coordinator/ADM		22.81	23.95	hr	12/22/2024
Crowe, David	Facilities Maint Manager/ADM		73,200.00	79,819.11	yr	12/22/2024
DeBolt, Darren	Safety and Security Manager/ADM		73,200.00	79,819.11	yr	12/22/2024
Doyle, Courtney	Rental Coordinator/ADM		50,000.00	54,521.25	yr	12/22/2024
Ebert, Randy	Public Service Manager/ADM		78,323.87	85,406.30	yr	12/22/2024
Edwards, Rachel	Training Specialist/ADM		56,291.27	61,381.40	yr	12/22/2024
Elder, Heather	Development Coordinator/ADM		21.37	22.44	hr	12/22/2024
Fifarek, Aimee	Director & Chief Exec Officer/ADM		131,610.02	138,272.78	yr	12/22/2024
Florkowski, Savannah	Marketing Spec- Web & Graph/ADM		56,291.27	61,381.40	yr	12/22/2024
Freeman, Trina	Human Resource Coordinator/ADM		24.80	25.60	hr	12/22/2024
Garofali, Leah	Training & Scheduling Spec/ADM		50,000.00	54,521.25	yr	12/22/2024
Goldner, Cheri	Public Service Manager/ADM		78,323.87	85,406.30	yr	12/22/2024
Hanshaw, Dianna	Computer Support Tech/ADM		24.08	25.28	hr	12/22/2024
Kilgore, Juli	HR Spec-Employee Relations/ADM		70,619.96	77,005.76	yr	12/22/2024
Kozberg, Zakai	Chief of Staff/ADM		85,000.00	92,686.12	yr	1/22/2025
Lambert, Tasha	Admin Office Coordinator/ADM		50,000.00	54,521.25	yr	12/22/2024
Liptak, Deborah	Development Director/ADM		87,406.06	95,309.75	yr	12/22/2024
Mamula, Jeffrey	Com Relations & Mulimedia/ADM		62,500.00	68,151.56	yr	12/22/2024
McBane, Christine	Dep Financial Officer-Bd Sec/ADM		70,972.16	77,389.81	yr	12/22/2024
McClellan, Michael	Systems Specialist/ADM		60,053.36	65,483.68	yr	12/22/2024
McKinney, Will	System Administrator/ADM		78,323.87	85,406.30	yr	12/22/2024
Monroe, Marvin	Maintenance/Main	MTC Trades-Craftperson/Main	20.44	21.46	hr	1/6/2025
Mrofchak, Mark	Chief Financial Officer/ADM		100,380.96	107,372.99	yr	12/22/2024
Novak, Brigid	Collection Access Manger/ADM		81,396.87	88,757.18	yr	12/22/2024
Phemester, Erin	Chief Experience Officer/ADM		103,659.00	113,032.36	yr	12/22/2024

Ramdin-Repasky, Elizabeth	Chief Human Resource Officer/ADM		99,354.12	106,274.63	yr	12/22/2024
Schaeffer, Laura	ILS Administrator/ADM		66,525.97	72,541.58	yr	12/22/2024
Secrest, Heather	Public Serv Generalist FT/Springfield	Public Serv Generalist FT/Springfield	17.69	18.09	hr	1/6/2025
Shaver, Jordan	Chief Operating Officer/ADM		86,376.00	100,000.00	yr	12/22/2024
Spencer, Amy	Culinary Literacy Director/ADM		61,000.00	66,515.92	yr	12/22/2024
Stepp, Michael	Strategic Comm Officer/ADM		73,200.00	79,819.11	yr	12/22/2024
Tucker, Mandy	Marketing Spec-Graph&Dig/ADM		56,291.27	61,381.40	yr	12/22/2024
Wirtz, Cassandra	Public Serv Generalist FT/Main	Public Serv Generalist PT/Main	15.99	15.99	hr	12/23/2024
Youngs, James	Social Worker/ADM		66,533.20	72,549.46	yr	12/22/2024
<u>RESIGNATIONS & TERMINATIONS</u>						
Gysegem, Carol	Public Serv Generalist PT/MK					1/28/2025
Sluss, Judith	Librarian 3 Asst Super/Com Engage					12/27/2024