



Regular Board Meeting

Poland Library Meeting Room/Zoom

June 13, 2024 4:00pm

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

Immediately preceding the board meeting there will be a meeting of the Finance, Audit and Investment Committee

3:00pm

The purpose of this meeting is to review the Library's investments with Farmers Trust

Please RSVP to the meetings on the board software



Meeting Book - June 13, 2024 Regular Board Meeting

I. Minutes

Motion to approve the minutes of the February 8 2024 meeting as written and distributed

C Weimer

1. February 8 2024 Minutes

II. Public Comment

C Weimer

1. Kathy Miller
2. Charles Rumberg
3. Randy Alexoff
4. Chappie (Ted) Bair
5. Fortunato Figliano
6. Robert Mastriana

III. Chief Financial Officer's Report

Motion to approve

M Mrofchak

1. CFO report-April 2024.pdf

IV. Director & Chief Executive Officer's Report

A Fifarek

1. 2024-06 Director & CEO Report

V. Committee Reports

1. President's Update

C Weimer

2. Finance, Audit & Investment Committee

J Meehan

Motion to approve

a. 2024 Revised Appropriations

J Meehan

1. General Fund

1. June 13 2024 Budgets

2. Building & Repair Fund

3. Technology Development Fund

b. 2025 Preliminary Appropriations

J Meehan

1. General Fund

2. Building & Repair Fund

3. Technology Development Fund

3. Service & Personnel Committee

T Frost

Motion to go into Executive Session to discuss the Director & CEO's

4. Bylaws Committee

T Frost

a. Consent Agenda

T Frost

Motion to approve the updated/amended board policies

1. Board Policy 303 - Employment
2. Board Policy 310 - Weapons and Dangerous Ordinance
3. Board Policy 505 - New or Relocated Public Libraries
4. Board Policy 725 - Procedure for Bidding and Letting of Contracts
5. Board Policy 231 - Policy of Conflicts of Interest and Disclosure of Certain Interests

5. Building & Sites Committee

T Dimascio

Update

6. Development Committee

A Blackann

Update

7. Nominating Committee

A Benyo

Update

8. Executive Committee

C Weimer

Update

VI. Report from Legal Counsel

M Boetcher

VII. Items Too Late for the Agenda

C Weimer

VIII. Appointments, Transfers, Resignations, etc

Motion to Approve

C Weimer

1. Appointments, Transfers, Resignations

IX. Adjournment

Motion to adjourn

C Weimer

MINUTES

February 8, 2024

The annual meeting of the Board of Trustees of the Reuben McMillan Free Library Association was held on February 8, 2024 at 4:00 p.m. in the 2nd floor Board Meeting Room of the Main Library. Presiding over the meeting was Board President Carole Weimer with the following members present in person: Denise Glinatsis Bayer, Mariel Sallee, Judy Schmutz, JoAnn Stock, Ron Strollo, and Jamie Viano. Present via zoom: Alex Benyo, Terry Dimascio, Angela Duskey, Tom Frost, Jim Meehan, and Ralph Meacham. Absent were: Alexa Sweeney Blackann, Tim Bresnahan, Delores Crawford and Mayor Jamael Tito Brown. Also in attendance were Director and Chief Executive Officer Aimee Fifarek, Chief Financial Officer Mark Mrofchak, Deputy Financial Officer/Board Secretary Tina McBane, Atty. Martin Boetcher, and several staff members.

A. Benyo, Chair of the Nominating Committee, presented the members whose terms expire 2024. R. Strollo made a motion to nominate to three-year terms the following trustees: Alex Benyo, Angela Duskey, Tom Frost, Judy Schmutz and Jamie Viano. M. Sallee seconded the motion with all members voting aye.

Atty. M Boetcher gave a presentation on the Sunshine Laws.

The annual meeting adjourned at 4:16 p.m. by motion of J. Schmutz, seconded by D. Glinatsis Bayer, with the motion carrying.

The regular meeting of the Board of Trustees of the Reuben McMillan Free Library Association was held immediately following the annual meeting. Presiding over the meeting was Board President Carole Weimer with the following members present in person: Denise Glinatsis Bayer, Mariel Sallee, Judy Schmutz, JoAnn Stock, Ron Strollo, and Jamie Viano. Present via zoom: Alex Benyo, Terry Dimascio, Angela Duskey, Tom Frost, Jim Meehan, and Ralph Meacham. Absent were: Alexa Sweeney Blackann, Tim Bresnahan, Delores Crawford and Mayor Jamael Tito Brown. Also in attendance were Director and Chief Executive Officer Aimee Fifarek, Chief Financial Officer Mark Mrofchak, Deputy Financial Officer/Board Secretary Tina McBane, Atty. Martin Boetcher, and several staff members.

A. Benyo made a motion to approve the minutes of the December 14, 2023 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 for the year ended 2023 were \$22,338,870.74 which is an increase over the 2022 year-end General Fund revenues of \$1,029,368.67 or 4.83%. This can be attributed to an increase in the Library's three major revenue categories:

1. Real Estate taxes – increase of \$102,317.28 or 1.11%
2. PLF distribution - increase of \$165,776.09 or 1.55%
3. Interest earnings – increase of \$451,696.33 or 233.63%

Adding receipts to the balance forward brought the total available for expenditure to \$35,761,220.72. Expenditures for the year were \$18,470,569.64 which was an increase of \$2,265,225.48 or 13.98%. This can be attributed to increases in the following cost categories in 2023: Salaries and Benefits, Purchased/Contracted Services, and Capital Outlay. Adding transfers out of \$3,600,000, total expenses for the year were \$22,070,569.64. Outstanding 2023 encumbrances totaled \$1,469,486.86 leaving an unencumbered balance forward to 2024 of \$12,221,164.22. The Ohio Department of Taxation (ODT) posted the December update to the Calendar Year 2024 Public Library Fund certification. The library's estimate is \$10,459,173.97 ($\$10,720,929 \times .9755846687$ - actual PLF funding received was \$10,684,816.34 from 2023).

The Building and Repair Fund posted receipts of \$3,527,079.40 for 2023 from investment income, contributions, and transfers in from the General Fund. Expenses in the fund were for investment fees and costs associated with building improvements and equipment in the amount of \$1,699,237.22. Encumbrances totaled \$100,550.80 leaving an unencumbered balance forward to 2024 of \$20,969,216.01.

The Technology Development Fund had receipts totaling \$656,151.31 for 2023 from E-rate reimbursements, interest, and transfers in from the General Fund. Expenditures for 2023 were for equipment and investment fees which totaled \$158,667.15. Outstanding encumbrances totaled \$31,386.75 for this fund leaving an unencumbered balance forward to 2024 of \$3,828,999.64.

The amount on deposit at First National Bank was \$20,183,910.78 where the sweep account was paying interest at an annual percentage yield of 2.02% and the money market account was paying 4.59%. Last year the sweep account was paying interest at an annual percentage yield of .70% and the money market account was paying 3.45%.

The amount held at Farmers National Bank in a checking account at December 31th was \$25,000. In addition, the library has a sweep account in the amount of \$832,133.72 with an annual percentage yield of 5.67% and investments in CDARS in the amount of \$5,663,444.24 with interest rates ranging from 2.79 to 4.25%.

The amount held at Farmers Trust for investment at December 31th was \$11,911,365.54 and was earning income at an overall average market yield of 3.15%.

As of December 31st, the Library Foundation account received \$415,180.59 from trust distributions, donations, and interest income. Expenditures totaled \$92,992.41 leaving a balance forward of \$1,730,171.36. Of that amount, \$1,341,584.70 is restricted to honor the requests of donors.

Included in the BoardEffect library are the following:

1. Annual Foundation Report Summary for the year ended December 31, 2023.
2. Annual listing of donations for the year ended December 31, 2023.

J. Viano made a motion to approve the CFO's report. R. Strollo seconded the motion with all members voting unanimously.

Director & CEO A. Fifarek referenced her written report that was included in the board packet and also presented the PLYMC Strategic Plan.

Director & CEO's Report

News

IMLS Exemplary Designation for Sensory Space

The grant that PLYMC submitted last year for the "Sensory Space and Sensory Program Outreach Expansion" has been deemed "Exemplary" by the State Library, indicating that the work at Boardman Library shows a high level of execution and impact. In his comments to project lead PSM Pam Brockway, Ohio State LSTA Consultant Jeff Regensburger stated that the combination of community engagement, enhancements to the library's physical space, staff training, and increased programming make this a well thought out and well-rounded project ... [and] a great example of a library working to be "open to all".

Emergency Connectivity Fund Grant Ends

The FCC's Emergency Connectivity Fund (ECF) is a \$7.171 billion program that will help schools and libraries provide the tools and services their communities need for remote learning during the COVID-19 emergency period. Grant funding ran from July 2021 through this past December and PLYMC received approximately \$300,000 that funded:

- 50 mobile hotspots
- One hundred and fifty iPads
- Two "network in a box" devices to support off-site programming and the Pop-up Library
- Data for two years for all the above devices as well as PLYMC's 144 existing mobile hotspots
- A 21-month collaboration with the Senior Action Support group that got hotspots into the hands of 63 seniors.

Our hotspots remain our most checked out items, and we are grateful to have had this extra support to help us bridge the continuing digital divide in our community.

South Avenue is Ready for Community Engagement

We are finally ready to start moving into the South Avenue space we leased late last year for our Community Engagement team (Special Delivery senior services and the Pop-Up Library). In addition to the inevitable slowdown that happens around the holidays, the big ramp-up tasks included getting our network into the space to support two offices of workers and securing enough shelving for the warehouse. Rather than buying new shelving for either the leased location or the two locations currently housing the materials, our excellent Facilities team purchased 54 heavy-duty storage shelves (like you would use in your garage or basement) and retrofitted them to support library material storage. This is an extremely cost-effective solution and will allow MK and Newport to shift their collections to utilize the shelving being cleared out. We are still working with our internet service providers on some aspects of network access, but we have enough in place to get the process started. This will be the first time since the formation of Community Engagement that all staff in that department will be housed under one roof.

Trustee Engagement Opportunities

If you would like more information on any of these events or would like to be involved, let me know.

National Library Week – April 8-13 – National Library Worker’s Day April 9

I would like to organize something during National Library Week this year to recognize all the great work our staff do for our community. It would be wonderful to have Trustees involved in the process. For more information on celebrating libraries and library workers, see

<https://www.ala.org/conferenceevents/celebrationweeks/natlibraryweek> and <https://ala-apa.org/nlwd/>.

Library Legislative Day – April 24

The Ohio Library Council arranges Library Legislative Day in Columbus each year to give libraries the opportunity to meet with legislators and raise awareness of the great services we provide. Last year the Governor and majority and minority leaders of both houses participated. We would love to have you as part of this year’s contingent. For more information see: <https://olc.org/legislative-day/> If you are thinking about participating, please let me know. It would be a great opportunity this Levy Year.

Ohio Library Council Trustee Dinner – May 2, 6:00pm – 8:00pm Embassy Suites, Independence
Another chance to potentially meet regional legislators and an opportunity to talk with other Library Directors and Trustees in Northeast Ohio. For more information: <https://olc.org/blog/event/trustee-dinner-4/>.

Upcoming Events

- February 15 - Alex Michaelides, author of The Silent Patient and The Fury. 6:00 p.m. Cocktails, 7:00 p.m. Presentation. Tickets \$50-\$500. Reserve online at <https://www.libraryvisit.org/>.
- March 2 & 3 - PLYMC Foundation and the Hopewell Theatre Fundraiser Collaborative, 2:00 p.m. each day, Main Library. \$50.00 appetizers and performance included in the price.
- June 6 - Ladies in Little Black Dresses for Literacy at 6:00 p.m. at The Lake Club. Proceeds benefit the Martha Muransky Children's Program Fund of the PLYMC Foundation.
- Please contact Deb Liptak for reservations.

Find all library and friends events at <https://www.libraryvisit.org/happenings/>.

Operations Division – Buildings, Collections, and Facilities

Activity Roundup

The festive atmosphere in our buildings and the creative staff reflected the interests and supported events of their communities in December and January with visits and programs. A sample below shows how different locations reflect the flavor of their neighborhoods.

- Newport hosted a Winter Princess Palooza on December 11th and Heroes and Tiaras sent Anna and Elsa to hang out with 53 attendees.

- At Sebring the Christmas Parade resulted in 132 people coming to the branch for a cookie decorating program. Cocoa with Mrs. Claus (our own Cindy Christiani in full costume) attracted children and families for a reading of “Twas the Night Before Christmas”.
- Tri Lakes has strengthened its relationship with the local schools and reported they are hosting weekly and monthly visits from Jackson-Milton students.
- The ASL program at Springfield continues to attract new faces and the sign language initiative started here is being expanded systemwide in 2024.
- Michael Kusalaba staff report the completion of the Maker’s Academy of one full year of monthly projects featuring all the maker equipment at the branch. They report 266 new users and 1266 total appointments to use/get orientation on the devices. Patrons loved the journey, projects, and outcomes.
- The Superbowl TS89 program – a combo of Taylor Swift trivia and Football facts – at West Side Bowl was hugely successful and attracted our hard-to-reach demographic of 20–30-year-olds. Michael Kusalaba staff worked staff members Newport and Technical services from and 113 attendees!
- In 2024, Campbell Library hosted 40 school visits that included more than 700 students.
- Staff at Main got a sweet drawing from a child with the message “I Love it here.” It doesn’t get any better than that!



Experience Division – Community Engagement, Family Engagement, Events & Partnerships, and Marketing

American Heart Association Partnership

The American Heart Association piloted a blood pressure hub in our Sebring location in 2023. Based on those numbers we deployed blood pressure hubs in all locations on January 16, 2024. We expect the numbers to indicate a need for further support in our community and we will partner with AHA to find ways to do that through our collections, programs, and services.

The Most Popular Post

The post “It’s always a great day to bring your kids to the Library but especially during cold, snowy weather!” featuring our children’s areas at Canfield, Boardman and Main Library created a lot of excitement on social media. The Facebook post was shared 74 times and reached over 33,400 people. It received 289 positive reactions and comments including “Just a reminder that the world NEEDS libraries. We should always rally to keep them staffed, keep them funded, and keep a vital piece of community alive and thriving.”



Finance Division

Please see the CFO’s report included in the meeting book.

IT Division

- The team upgraded the phones at Brownlee Woods, Boardman, and Austintown and computers at Campbell and Newport.
- CTO Tom Casey began the 2024 applications for E-Rate Reimbursements which cover some of the costs of our network infrastructure.

Human Resources – Personnel and Professional Development

Safety & Security

- We distributed a total of 5004 two-pack Covid tests to members of the public in 2023.

Personnel Changes

- Current Vacancies – 7
 - CMT – four full time (three at Main, one at Struthers), one part time (MK)

- Admin – two full time (CEO's office)
 - Administration Office Coordinator
 - Strategic Communications Officer
- New Hires – 2
 - Jessica Bellish, FT Public Service Generalist 1 (AU)
 - Channal Franklin, FT Public Service Generalist (Call Center)
- Promotions – 2
 - Colleen Adkins, from FT Executive Administrative Assistant to FT Employee Engagement and Experience Manager (Admin)
 - Beth Velazquez, from FT Public Service Generalist 1 (CMT) to PT Librarian 1 (PLAY, AU)
 - 3 Transfers, 3 Terminations

CEO's Office – CEO, Development, and Strategic Communications

Development

Foundation

- The 2023 Annual Campaign (November) brought in \$7806, which is 10% higher than the Spring Campaign (March).
- Memorials and Estates at the end of the year totaled \$4,003.75

Friends

- Preparing for the Membership campaign in March.

Strategic Communications – Media and Government Relations

- Interviews are in progress; we hope to have more to report soon.

Under the President's Update, C. Weimer encouraged all trustees to attend the February 15th Literary Society event and to join the Friends of the Library group. The roster for the 2024 committee has remained the same as 2023 and a schedule will be coming out for all of the 2024 committee meetings.

A. Benyo, Chair of the Nominating Committee, made a motion to elect the following officers for terms expiring 2025:

President: Carole Weimer
Vice-President: Tom Frost

J Schmutz seconded the motion with all members voting aye.

J. Meehan, Chair of the Finance, Audit, and Investment Committee, presented the 2023 revised appropriations and 2024 permanent appropriations. J. Meehan made a motion to approve the total of \$23,016,728.17 in the General Fund for 2023. R. Strollo seconded the motion and the motion carried. J. Meehan moved to approve the appropriations in the Building & Repair Fund of \$572,700.00. T. Frost seconded the motion and the motion passed. For the Technology Development Fund, J. Meehan made a motion to approve appropriations of \$174,715.00. T. Frost seconded the motion with all members voting unanimously.

For 2024, J. Meehan made a motion to approve the permanent appropriations totaled \$23,899,759.78 in the General Fund. M. Sallee seconded the motion with all members voting aye. J. Meehan moved to approve the appropriations in the Building & Repair Fund of \$2,825,500.00. J. Schmutz seconded the motion and the motion passed. J. Meehan made a motion to approve the Technology Development Fund appropriations of \$528,721.00. J. Schmutz seconded the motion and the motion carried.

J. Meehan made a motion to adopt the proposed resolution to request advances from the 2024 collections of real estate property taxes.

Resolution for Advances of Collections of Real Property Taxes

Whereas, funds from the 2.4 mil Operating Levies will be collected in 2024 and

Whereas, these funds will be used for current operating expenses throughout 2024,

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.

R. Strollo seconded the motion and the motion passed.

T. Frost, Chair of the Service & Personnel Committee, made a motion recommending adoption of the proposed resolution recognizing the retirement of Lynette Wolfe:

Resolution

Whereas, Lynette Wolfe has served as a dedicated employee of The Public Library of Youngstown & Mahoning County (PLYMC) for 41 years, retiring on December 28, 2023.

Whereas, Lynette began her PLYMC career in August 1980 as a clerk at the Struthers branch before transferring to the Distribution Department at Main Library in January 1981. She resigned in June 1984 but was rehired in September 1984 as a clerk in the Central Region.

Whereas, she relocated to the Poland branch in January 1987. In 2013, she advanced to an Assistant Head Clerk role. She transferred to a Clerk position at Poland until 2016, a post she held until her well-deserved 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 Lynette Wolfe and, on behalf of the citizens of this community, recognizes her 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 Lynette Wolfe.

R. Strollo seconded the motion with all members voting unanimously.

R. Strollo made a motion recommending approval of amended Board Policy #730.

Board Policy #730

PROCEDURE FOR GENERAL REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR PROFESSIONAL DESIGN SERVICES

The Library will honor a procedure congruent with the procedure stated from time to time in Section 153.68 of the Ohio Revised Code, as amended, or succeeding statute, allowing professional design services and design-build firms to maintain a current statement of qualifications on file with the Library. The Library shall issue a general Request for Statements of Qualifications from qualified architectural firms and engineering firms or surveyors by January 31 of each calendar year for projects where the professional design fees are anticipated to be under \$50,000. Section 153.68 of the Ohio Revised Code provides that the Library may institute prequalification requirements for professional design firms seeking to provide services to the Library and may require that each prequalified firm maintain a current statement of qualifications on file with the Library. The prequalification requirements shall be based on factors outlined in Section 153.65 (D) of the Ohio Revised Code. Firms will be ranked and negotiations will begin with the firm ranked most qualified in accordance with the provisions of Ohio Revised Code Section 153.69.

D. Glinatsis Bayer seconded the motion and the motion carried.

R. Strollo made a motion recommending approval of amended Board Policy #102.

102

Mission, Vision and Values

The Public Library of Youngstown and Mahoning County (PLYMC), incorporated as the Reuben McMillan Free Library Association, has provided library services to the people

of Mahoning County since 1880. From time to time, we adjust the statement of our guiding principles to focus our efforts more clearly and bring greater benefits to the communities we serve. What follows is an expression of our guiding principles as well as the criteria by which we expect our efforts to be judged.

Mission

We share. We create. We grow.

Vision

PLYMC is a vital contributor to a thriving Mahoning County, providing access to high-quality information and creating opportunities for every person to take the next step in their journey.

Values

We value:

People

We welcome every person and help them build the skills necessary to achieve their goals and reach their potential.

Community

We actively engage with our community to foster relationships and connections to create a greater sense of belonging for all.

Integrity

Honest action is at the center of every decision we make, from our use of public resources to the information and services we provide.

Adaptability

We learn and grow with our community to meet the challenges of a rapidly changing world.

M. Sallee seconded the motion with all members voting aye.

J. Viano made a motion recommending approval of the Library Resolution of Necessity for the Levy.

CERTIFIED COPY
THE PUBLIC LIBRARY OF YOUNGSTOWN AND MAHONING COUNTY
ALSO KNOWN AS
THE REUBEN McMILLAN FREE LIBRARY ASSOCIATION
RESOLUTION OF NECESSITY
BY THE BOARD OF TRUSTEES

February 8,
2024
Youngstown,
Ohio

WHEREAS, the Mahoning County Real Estate Tax Levy ("Levy") for the benefit of the Reuben McMillan Free Library Association, an Ohio non-profit corporation, also known as the Public Library of Youngstown and Mahoning County ("Library"), in the amount of two and four-tenths (2.4) mills ("Current Levy") will expire at the end of the 2024 tax year, and collections of the income from the Levy will cease during 2025; and

WHEREAS, the Library hereby determines that the income that is received by the Library from the Current Levy of two and four-tenths (2.4) mills is necessary in order to avoid additional significant decreases in the level of library service to the inhabitants of Mahoning County, Ohio; and

WHEREAS, the Library must first request a certification from the Mahoning County Auditor before requesting that the Special Levy be submitted to the electors of Mahoning County; and

WHEREAS, upon receipt of the Mahoning County Auditor's certification of the total dollar amount of revenue that would be generated by the Special Levy, the Library must request that the Mahoning County Commissioners submit the Special Levy in excess of the ten mill limitation to the electors of Mahoning County, Ohio; and

WHEREAS, the boundaries of Mahoning County in which the Library provides free library service have been established by the Ohio State Library Board pursuant to Ohio Revised Code Section 3375.01(1) to exclude those portions of Alliance City School District, Columbiana Exempted School District, Hubbard Exempted School District and Leetonia Exempted Village School District that are located in Mahoning County, and those areas should be excluded from the Special Levy.

NOW THEREFORE, BE IT RESOLVED, that pursuant to Ohio Revised Code Sections 5705.23 and 5705.19 (D) the Board hereby determines and declares that the amount of taxes which may be raised within the ten mill limitation will be insufficient for the maintenance and operation of free library services

and the Board further finds that a special levy in excess of the ten-mill limitation for the benefit of the Library is necessary for the purpose of providing necessary funds for the maintenance and operation of such free library service and that the special levy shall be at a rate not exceeding two and four-tenths (2.4) mills for five (5) years commencing in 2025, first due in calendar year 2026, such levy being a renewal of an existing levy of two and four-tenths (2.4) mills for each one dollar (\$1.00) of valuation, which amounts to twenty-four cents (\$0.24) for each one hundred dollars (\$100.00) of valuation on such property for the five (5) years, said levy to be placed on the tax duplicate in compliance with the provisions of Chapter 57 of the Ohio Revised Code for the tax years 2025, 2026, 2027, 2028 and 2029; and

BE IT FURTHER RESOLVED, that the Board hereby requests that the Mahoning County Auditor certify the total current tax valuation of Mahoning County and also that the Mahoning County Auditor certify the total dollar amount of revenue that would be generated by a renewal of the existing levy of two and four-tenths (2.4) mills for each one dollar (\$1.00) of valuation, which amounts to twenty-four cents (\$0.24) for each one hundred dollars (\$100.00) of valuation on such property for the five (5) years, said levy to be placed on the tax duplicate in compliance with the provisions of Chapter 57 of the Ohio Revised Code for the tax years 2025, 2026, 2027, 2028 and 2029.

BE IT FURTHER RESOLVED, that upon receipt of the certification of the total current tax valuation of Mahoning County and the total dollar amount of revenue that would be generated by the Special Levy, the Library hereby requests the Mahoning County Commissioners to submit to the electors of Mahoning County, Ohio, excluding those portions of Alliance City School District, Columbiana Exempted School District, Hubbard Exempted School District and Leetonia Exempted Village School District that are located in Mahoning County, a special levy in excess of the ten-mill limitation for the benefit of The Public Library of Youngstown and Mahoning County also known as The Reuben McMillan Free Library Association, being a public library supported by Mahoning County, for the purpose of providing necessary funds for the maintenance and operation of such free library association at a rate not exceeding two and four-

tenths (2.4)mills for five (5) years commencing in 2025, first due in calendar year 2026, such levy being a renewal of an existing levy of two and four-tenths (2.4) mills for each one dollar (\$1.00) of valuation, which amounts to twenty-four cents (\$0.24) for each one hundred dollars (\$100.00) of valuation on such property for the five (5) years, said levy to be placed on the tax duplicate in compliance with the provisions of Chapter 57 of the Ohio Revised Code for the tax years 2025, 2026, 2027, 2028 and 2029, and that the question of said levy be submitted to the electors of Mahoning County at the general election to be held on November 5, 2024; and

BE IT FURTHER RESOLVED, that the tax is to be levied upon the entire territory of Mahoning County, Ohio, excluding those portions of Alliance City School District, Columbiana Exempted School District, Hubbard Exempted School District and Leetonia Exempted Village School District that are located in Mahoning County; and

BE IT FURTHER RESOLVED, that the ballot measure shall be submitted to the entire territory of Mahoning County, Ohio, excluding those portions of Alliance City School District, Columbiana Exempted School District, Hubbard Exempted School District and Leetonia Exempted Village School District that are located in Mahoning County; and

BE IT FURTHER RESOLVED, that no territory is outside of Mahoning County, Ohio; and

BE IT FURTHER RESOLVED, that the Library agrees to provide library service to all inhabitants of Mahoning County on equal terms, the boundaries of which are established by the Ohio State Library Board pursuant to Ohio Revised Code Section 3375.01(1) to exclude those portions of Alliance City School District, Columbiana Exempted School District, Hubbard Exempted School District and Leetonia Exempted Village School District that are located in Mahoning County without cost to the local subdivisions of the county during the effective period of such agreement, which agreement shall terminate on the last day of the last tax year of the levy if it is passed by the voters, or upon December 31, 2024, if the voters of Mahoning County shall have failed to pass or renew a special tax levy for library service between the date of such agreement and December 31, 2024.

BE IT FURTHER RESOLVED, that the President and Secretary of the Library are hereby authorized to execute, on behalf of the Library, an agreement between the Library and the duly elected and acting Commissioners of Mahoning County, Ohio, whereby such Commissioners agree to appropriate and pay to the Library each year for library service such funds as may be available and especially all funds derived from any special tax levy passed for the purpose of a supplemental revenue to said Library.

The undersigned, Tina McBane, Secretary of the Reuben McMillan Free Library Association, hereby certifies that the foregoing is a true and accurate copy of a resolution duly passed by the Board of Trustees of the Reuben McMillan Free Library Association at a meeting of the Trustees held on February 8, 2024, and that the resolution has not been modified or rescinded.

J. Schmutz seconded the motion and the motion carried.

J. Meehan made a motion to approve the proposed Agreement with the Mahoning County Commissioners.

AGREEMENT

THIS AGREEMENT, made and entered into at Youngstown, Ohio, this ____ day of _____, 2024, by and between **The Public Library of Youngstown and Mahoning County** also known as **The Reuben McMillan Free Library Association**, an Ohio non-profit corporation, with its principal place of business in Youngstown, Ohio (*hereinafter called "Library"*); and **Mahoning County Board of Commissioners**, Mahoning County, Ohio (*hereinafter called "Board"*);

WHEREAS, the Library has been providing free public library service to the people of Youngstown since 1880 and by contract provided such free public library service to several other subdivisions of Mahoning County subsequent to 1935, and has maintained a free public library since 1947; and

WHEREAS, the Library and Mahoning County Board of Commissioners, John Palermo, Thomas J. Carney, and Edward J. Gilronan, the then duly elected and acting Commissioners of Mahoning County,

Ohio, entered into a certain agreement on the 19th day of April, 1961, pursuant to which agreement the Library has provided library service to all inhabitants of Mahoning County on equal terms without cost to the local subdivisions of the county, and pursuant to which the Library has received for library service such funds as have been available, and especially all funds derived from a special tax levy passed for that purpose as a supplemental revenue to the Library; and

WHEREAS, the parties hereto are desirous of continuing such adequate free library to all inhabitants of Mahoning County on equal terms, the boundaries of which are established by the Ohio State Library Board pursuant to Ohio Revised Code Section 3375.01(I) to exclude those portions of Alliance City School District, Columbiana Exempted School District, Hubbard Exempted School District and Leetonia Exempted Village School District that are located in Mahoning County (hereinafter referred to as the "Overlapping School Districts"); and

WHEREAS, the allocations from the library and local government support fund received by the Library are insufficient to defray the constantly increasing operating costs of the Library; and

WHEREAS, pursuant to Ohio Revised Code Sections 5705.23 and 5705.19(0), the parties desire to renew the current existing Library levy of two and four-tenths (2.4) mills, for the benefit of the Library for the purpose of providing necessary funds for the maintenance and operation of free library services in Mahoning County, Ohio, excluding the Overlapping School Districts.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, it is mutually agreed by and between the parties hereto as follows:

FIRST: The County Commissioners of Mahoning County shall appropriate and pay to the Library each year for library service, funds derived from any special tax levy heretofore or hereafter passed for that purpose.

SECOND: The Library will provide free library service to all inhabitants of Mahoning County on equal terms excluding the Overlapping School Districts without cost to the local subdivisions of the county during the effective period of this contract.

THIRD: The Library will provide each year to the County Commissioners of Mahoning

County an annual report in writing as referred to in Ohio Revised Code §3375.42 during the effective period of this contract.

FOURTH: This contract will terminate on December 31, 2029, or upon December 31, 2024, if the voters of Mahoning County shall have failed to pass or renew a special tax levy for library service between the date of this agreement and December 31, 2024.

A. Benyo seconded the motion and the motion passed.

Under Report from Legal Counsel, M. Boetcher announced that the Library can move forward with the 2024 Levy Renewal since the Resolution of Necessity and Agreement with the Mahoning County Commissioners passed during the meeting.

J. Schmutz made a motion to approve the Appointments, Transfers, and Resignations. D. Glinatsis Bayer seconded the motion. The motion carried.

There being no further business, a motion was made by M. Sallee to adjourn the meeting, seconded by D. Glinatsis Bayer with all voting aye and the meeting concluded at 5:16 p.m.

Carole Weimer, President

Attested by:

Tina McBane, Secretary

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

	April 30, 2024						
	2023 Encumbrances Forward	2024 Budget	2023 Encumbrances & 2024 Budget	April	Jan-April	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		12,221,164.22	12,221,164.22		12,221,164.22		
RECEIPTS							
1210 General Property Tax - RE Gross		8,975,334.68	8,975,334.68	544,846.68	5,214,846.68		3,760,488.00
2130 Federal Government/Grant		900.00	900.00	0.00	460.93		439.07
2131 Federal Government/Grant E-Rate		79,634.05	79,634.05	0.00	24,700.33		54,933.72
2170 Federal Grants Restricted		100,000.00	100,000.00	40,240.70	40,240.70		59,759.30
2200 State of Ohio/PLF		10,041,432.56	10,041,432.56	598,762.29	3,090,771.25		6,950,661.31
2210 State of Ohio/TLR/Rollback & Homestead		942,309.07	942,309.07	433,023.29	433,023.29		509,285.78
3110 Patron Fines & Fees		18,000.00	18,000.00	1,753.18	6,924.35		11,075.65
3140 Copy Machines		500.00	500.00	0.00	1.55		498.45
3141 Debit Card Machines		65,000.00	65,000.00	6,816.75	25,610.04		39,389.96
3199 Other Patron Fees		7,900.00	7,900.00	1,158.31	3,836.73		4,063.27
4120 Interest		630,000.00	630,000.00	62,841.17	241,599.15		388,400.85
6120 Restricted Contributions/Grants		5,000.00	5,000.00	0.00	0.00		5,000.00
8300 Rental Income		25,020.00	25,020.00	1,150.00	3,400.00		21,620.00
8710 Refunds for Overpayments		0.00	0.00	2,970.28	2,970.28		(2,970.28)
8720 Insurance Reimbursements		29,109.86	29,109.86	2,993.59	10,970.48		18,139.38
8798 Reimbursements From Grants		0.00	0.00	0.00	500.00		(500.00)
8799 Other Refunds		20,000.00	20,000.00	649.63	1,642.23		18,357.77
8999 Miscellaneous		5,000.00	5,000.00	203.45	1,106.61		3,893.39
TOTAL RECEIPTS	0.00	20,945,140.22	20,945,140.22	\$ 1,697,409.32	9,102,604.60	\$ 0.00	\$ 11,842,535.62
TOTAL RECEIPTS & BALANCE	\$ 1,469,486.86	\$ 33,166,304.44	\$ 34,635,791.30		\$ 22,793,255.68		
EXPENDITURES							
1100 Salaries	\$ 74,893.13	\$ 10,600,329.00	\$ 10,675,222.13	\$ 781,269.23	\$ 3,300,342.52	\$ 75,634.39	\$ 7,299,245.22
1400 Retirement Benefits	0.00	1,476,699.25	1,476,699.25	153,255.29	457,443.30	0.00	1,019,255.95
1600 Insurance Benefits	217,200.66	2,422,146.94	2,639,347.60	191,681.11	840,251.56	592,099.08	1,206,996.96
1900 Other Employee Benefits	3,379.50	59,200.00	62,579.50	6,382.82	16,363.66	13,154.91	33,060.93
TOTAL SALARIES & BENEFITS	295,473.29	14,558,375.19	14,853,848.48	1,132,588.45	4,614,401.04	680,888.38	9,558,559.06
2100 General & Administrative Supplies	208,471.85	1,000,500.00	1,208,971.85	44,425.13	182,084.63	263,296.38	763,590.84
2200 Property Maintenance Repairs	13,485.46	71,000.00	84,485.46	9,195.60	26,202.91	10,651.27	47,631.28
2300 Motor Vehicle/Fuel Supplies & Parts	14,085.52	40,000.00	54,085.52	2,192.85	7,513.24	18,572.28	28,000.00
TOTAL SUPPLIES	236,042.83	1,111,500.00	1,347,542.83	55,813.58	215,800.78	292,519.93	839,222.12
3100 Travel & Meeting Expenses	14,189.06	157,500.00	171,689.06	4,652.88	22,781.28	35,895.21	113,012.57
3200 Communications, Printing & Publicity	87,807.52	530,040.00	617,847.52	24,228.83	98,810.32	217,405.51	301,631.69
3300 Property Maintenance	263,448.69	1,697,540.00	1,960,988.69	144,311.56	515,553.04	602,554.02	842,881.63
3400 Insurance	0.00	135,592.00	135,592.00	0.00	0.00	0.00	135,592.00
3500 Rents/Leases	37,112.20	96,245.00	133,357.20	1,593.58	20,933.56	35,330.84	77,092.80
3600 Utilities	31,228.49	446,000.00	477,228.49	27,741.60	140,081.27	72,768.84	264,378.38
3700 Professional Services	148,097.36	768,117.59	916,214.95	111,308.90	197,141.47	199,352.40	519,721.07
3800 Library Material Control Services	2,576.34	247,250.00	249,826.34	0.00	47,692.21	34,361.91	167,772.22
3900 Other Contracts/Purchased Services	3,618.44	25,000.00	28,618.44	15,487.75	16,878.52	3,707.00	8,032.92
TOTAL PURCHASED/CONTRACTED SVCS	588,078.10	4,103,284.59	4,691,362.69	329,325.10	1,059,871.67	1,201,375.73	2,430,115.28

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

	April 30, 2024						
	2023 Encumbrances Forward	2024 Budget	2023 Encumbrances & 2024 Budget	April	Jan-April	Current Outstanding Encumbrances	Unencumbered Balance
4100 Books & Pamphlets	133,592.95	900,000.00	1,033,592.95	41,641.67	162,163.07	210,650.21	660,779.67
4200 Periodicals	4,949.71	32,000.00	36,949.71	0.00	9,799.65	4,990.74	22,159.32
4300 Audio Visual	62,261.35	210,000.00	272,261.35	8,388.60	30,276.64	98,620.80	143,363.91
4500 Electronic Information/Public Use	90,154.72	1,050,500.00	1,140,654.72	148,233.46	366,726.75	316,096.95	457,831.02
4600 Interlibrary Loan	0.00	45,000.00	45,000.00	35,347.72	42,347.72	0.00	2,652.28
4900 Library Material/All Other	107.77	15,000.00	15,107.77	9.99	448.09	6,662.00	7,997.68
TOTAL LIBRARY MATERIALS	291,066.50	2,252,500.00	2,543,566.50	233,621.44	611,761.92	637,020.70	1,294,783.88
5500 Furniture & Equipment	21,274.68	50,000.00	71,274.68	10,709.60	22,541.60	35,824.91	12,908.17
5700 Motor Vehicles	0.00	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
TOTAL CAPITAL OUTLAY	21,274.68	100,000.00	121,274.68	10,709.60	22,541.60	35,824.91	62,908.17
7100 Dues & Memberships	37,551.46	60,000.00	97,551.46	0.00	28,500.00	9,266.46	59,785.00
7200 Taxes & Assessments	0.00	6,600.00	6,600.00	0.00	88.33	0.00	6,511.67
7500 Refunds & Reimbursements	0.00	6,500.00	6,500.00	528.52	654.34	0.00	5,845.66
7900 Other Miscellaneous	0.00	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL OTHER OBJECTS	37,551.46	74,100.00	111,651.46	528.52	29,242.67	9,266.46	73,142.33
8999 Unallocated Appropriations	0.00	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
TOTAL EXPENSES	1,469,486.86	22,399,759.78	23,869,246.64	1,762,586.69	6,553,619.68	2,856,896.11	14,458,730.84
9980 Transfers to Building & Repair Fund	0.00	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00
9999 Transfers to Technology Fund	0.00	500,000.00	500,000.00	0.00	0.00	0.00	500,000.00
TOTAL TRANSFERS	0.00	1,500,000.00	1,500,000.00	0.00	0.00	0.00	1,500,000.00
TOTAL EXPENSES & TRANSFERS	<u>\$ 1,469,486.86</u>	23,899,759.78	25,369,246.64	<u>1,762,586.69</u>	6,553,619.68	<u>\$ 2,856,896.11</u>	<u>\$ 15,958,730.84</u>
ENCUMBERED BALANCE FORWARD					2,856,896.11		
BALANCE FORWARD		9,266,544.66	9,266,544.66		13,382,739.89		
TOTAL EXPENSES/TRANSFERS/BALANCES		<u>\$ 33,166,304.44</u>	<u>\$ 34,635,791.30</u>		<u>\$ 22,793,255.68</u>		

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
Fiscal Officer's Report - Building Repair Fund
April 30, 2024

	2023 Encumbrances Forward	2024 Budget	2023 Encumbrances & 2024 Budget	April	Jan-April	Current Outstanding Encumbrances	Unencumbered Balance
Encumbered Balance, January 1, 2024	\$ 100,550.80	\$	\$ 100,550.80	\$	\$ 100,550.80	\$	\$
Balance Forward January 1, 2024		20,969,216.01	20,969,216.01		20,969,216.01		
RECEIPTS							
4121 Interest	0.00	530,000.00	530,000.00	10,659.74	214,005.27	0.00	315,994.73
6112 Contributions	0.00	500.00	500.00	0.00	0.00	0.00	500.00
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	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00
TOTAL RECEIPTS		1,530,500.00	1,530,500.00	\$ 10,659.74	214,005.27	0.00	1,316,494.73
TOTAL RECEIPTS & BALANCES	\$ 100,550.80	\$ 22,499,716.01	\$ 22,600,266.81		\$ 21,283,772.08	\$ 0.00	\$ 1,316,494.73
EXPENDITURES							
3781 Investment/Banking Fees	\$ 0.00	\$ 12,000.00	\$ 12,000.00	\$ 881.79	\$ 3,526.55	\$ 0.00	\$ 8,473.45
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	2,285,000.00	2,385,550.80	0.00	65,572.97	40,410.30	2,279,567.53
5511 Equipment	0.00	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00
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	228,500.00	228,500.00	0.00	0.00	0.00	228,500.00
TOTAL EXPENSES	100,550.80	2,825,500.00	2,926,050.80	\$ 881.79	69,099.52	\$ 40,410.30	\$ 2,816,540.98
ENCUMBERED BALANCE FORWARD					40,410.30		
BALANCE FORWARD	0.00	19,674,216.01	19,674,216.01		21,174,262.26		
TOTAL EXPENSES & BALANCES FORWARD	\$ 100,550.80	\$ 22,499,716.01	\$ 22,600,266.81		\$ 21,283,772.08		

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

April 30, 2024

	2023 Encumbrances Forward	2024 Budget	2023 Encumbrances & 2024 Budget	April	Jan-April	Current Outstanding Encumbrances	Unencumbered Balance
Encumbered Balance, January 1, 2024	\$ 31,386.75		\$ 31,386.75	\$	\$ 31,386.75	\$	\$
Balance Forward January 1, 2024		3,828,999.64	3,828,999.64		3,828,999.64		
RECEIPTS							
2132 Federal Grant Government/E-Rate	0.00	25,687.99	25,687.99	0.00	0.00	0.00	25,687.99
4122 Interest	0.00	20,000.00	20,000.00	0.00	5,437.50	0.00	14,562.50
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	0.00	0.00	0.00	500,000.00
TOTAL RECEIPTS		545,687.99	545,687.99	\$ 0.00	5,437.50	0.00	540,250.49
TOTAL RECEIPTS & BALANCES	<u>\$ 31,386.75</u>	<u>\$ 4,374,687.63</u>	<u>\$ 4,406,074.38</u>		<u>\$ 3,865,823.89</u>	<u>\$ 0.00</u>	<u>\$ 540,250.49</u>
EXPENDITURES							
3782 Investment/Banking Fees	\$ 0.00	\$ 600.00	\$ 600.00	\$ 45.84	\$ 183.57	\$ 0.00	\$ 416.43
5550 Equipment	<u>31,386.75</u>	<u>528,121.00</u>	<u>559,507.75</u>	<u>49,974.36</u>	<u>85,508.18</u>	<u>21,493.84</u>	<u>452,505.73</u>
TOTAL EXPENSES	31,386.75	528,721.00	560,107.75	<u>\$ 50,020.20</u>	85,691.75	<u>\$ 21,493.84</u>	<u>\$ 452,922.16</u>
ENCUMBERED BALANCE FORWARD					21,493.84		
BALANCE FORWARD	<u>0.00</u>	<u>3,845,966.63</u>	<u>3,845,966.63</u>		<u>3,758,638.30</u>		
TOTAL EXPENSES & BALANCE FORWARD	<u>\$ 31,386.75</u>	<u>\$ 4,374,687.63</u>	<u>\$ 4,406,074.38</u>		<u>\$ 3,865,823.89</u>		

REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
RECONCILIATION TO DEPOSITORY

April 30, 2024

Petty Cash - General Fund	\$	456.00	
Change/Branches/Petty Cash - General Fund		4,494.00	
All other investments & bank accounts - General Fund		16,234,686.00	
		<u>16,234,686.00</u>	
Balance, General Fund	\$		16,239,636.00
Balance, Building & Repair Fund			21,214,672.56
Balance, Technology Development Fund			3,780,132.14
			<u>41,234,440.70</u>

Bank Error			0.00
PayPal fees			0.00
Bank debits/credits			(2,860.46)
NSF checks			0.00
Merchant E-Solutions/Section 125 funding/Square/Stripe			(40.22)
Investment earnings			0.00
Total Cash and Investment all Funds per Library	\$		<u>41,231,540.02</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	11,126,716.32		
Bank Balance - Money Market - First National Bank	11,001,226.89		
Bank Balance - Escrow - First National Bank	0.00		
Bank Balance - Employee Section 125 Funding Account First National	127.14		
Deposits in Transit From Merchant E-Solutions/Sierra to First National Bank	0.00		
Deposit in Transit/Bank Debit	0.00		
Outstanding Checks - First National Bank - Operating Funds	<u>(12,575.59)</u>		
Balance on Deposit First National Bank			22,565,494.76

Investment Descriptions			
Farmers National Bank - Sweep	\$	847,488.41	
Farmers National Bank - CDARS Program (see attached list)		5,718,537.62	
Farmers Trust Company managed investments (see attached list)		<u>12,070,069.23</u>	

Total investments 18,636,095.26

Petty Cash			456.00
Change/Branches/Petty Cash - Supplies			4,494.00
Total Cash and Investments per Depositories	\$		<u>41,231,540.02</u>

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20 South Broad St. | P.O. Box 555 | Canfield, OH 44406

Address Service Requested

 Page: 1 of 2
 Statement Date: 04/30/2024
 Primary Account: XXXXXXXX6548

006665 0.6200 AV 0.507 TR00027

 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
03/29/24	\$843,487.74	\$4,000.67 (1)	\$0.00	04/30/24	\$847,488.41

 Minimum Balance \$843,487.74
 Average Balance \$843,487.74
 Total Days In Statement Period 03/30/24 Through 04/30/24: 32

+ Other Credits

Date	Description	Amount
04/30	Interest	\$4,000.67 ✓
Total of 1 Other Credits		\$4,000.67

% Interest

Average Ledger Balance:	843,487.74	Interest Earned:	4,000.67
Interest Paid This Period:	4,000.67	Days In Period: 03/30/24-04/30/24:	32
Interest Paid 2024:	15,354.69	Annual Percentage Yield Earned:	5.55%

☒ 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

006665

S03

 GFBK-002-006665-001-001-240502 006665
 44503100305


000000



1-888-988-3276



REUBEN MCMILLAN FREE LIBRARY

1 of 8

[illegible]

Account ID	Effective Date	Maturity Date	Interest Rate	Opening Balance	Ending Balance
	11/10/2022	11/07/2024	4.25%	\$860,329.13	\$860,329.13
	11/10/2022	11/07/2024	4.25%	872,766.26	872,766.26
	07/14/2022	07/10/2025	2.79%	828,782.47	828,782.47
	09/29/2022	09/25/2025	3.64%	574,998.50	574,998.50
	10/20/2022	10/16/2025	3.94%	834,162.32	834,162.32
	10/20/2022	10/16/2025	3.94%	891,676.17	891,676.17
	11/10/2022	11/06/2025	4.25%	855,822.77	855,822.77
TOTAL				\$5,718,537.62	\$5,718,537.62

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

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

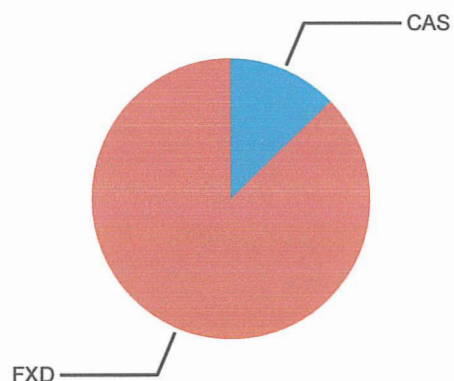


Public Library Yng Mah County
Mark J. Mrofchak, CFO
305 Wick Ave.
Youngstown, OH 44503

Account:
Report Period: From 4/1/2024 To 4/30/2024
Administrator: Meredith Wearsch
Phone: 330-740-1227
Portfolio Manager: Todd Finn
Phone: 330-609-8328

Portfolio Summary

	Market Value	% Portfolio	Est. Income
Cash & Equivalents (CAS)	\$1,525,118.40	12.78%	\$79,578.96
Fixed Income (FXD)	\$10,413,087.38	87.22%	\$300,700.00
Total Assets	\$11,938,205.78	100.00%	\$380,278.96
Total Account Balance	\$11,938,205.78		



Activity Summary

	Current Period	Year To Date
Beginning Market Value	\$11,981,824.49	\$11,887,575.21
Receipts		
Dividend	\$5,631.86	\$22,018.14
Interest Income	\$1,027.21	\$110,378.43
Total Receipts	\$6,659.07	\$132,396.57
Disbursements		
Institution Fees	(\$1,000.00)	(\$4,000.00)
Total Disbursements	(\$1,000.00)	(\$4,000.00)
Change in Market Value	(\$49,277.78)	(\$77,766.00)
Ending Market Value	\$11,938,205.78	\$11,938,205.78

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	\$0.00		\$0.00				
	Total Cash	\$0.00		\$0.00	0.00			
Money Market Funds								
250,000.00	FTC CONSERVATIVE FUND	\$250,000.00	\$1.00	\$250,000.00	2.09	\$0.00		5.17
	TOTAL Money Market Funds	\$250,000.00		\$250,000.00	2.09	\$0.00		5.17
Money Market Mutual Funds								
1,275,118	MONEY MKT OBLIGS TR FH GOV .40 OBL FD	\$1,275,118.40	\$1.00	\$1,275,118.40	10.68	\$0.00		5.23
	TOTAL Money Market Mutual Funds	\$1,275,118.40		\$1,275,118.40	10.68	\$0.00		5.23
	TOTAL Cash & Equivalents	\$1,525,118.40		\$1,525,118.40	12.78	\$0.00		5.22
Fixed Income								
U.S. Government Agency Obligations								
300,000	FEDERAL HOME LOAN BANKS CONS BD 3.625%25	\$300,000.00	\$98.14	\$294,413.01	2.47	(\$5,586.99)		3.69
1,000,000	FEDERAL HOME LOAN BANKS CONS BD 3.77%26	\$1,000,000.00	\$96.94	\$969,354.03	8.12	(\$30,645.97)		3.89
	TOTAL U.S. Government Agency Obligations	\$1,300,000.00		\$1,263,767.04	10.59	(\$36,232.96)		3.84
U.S. Treasury Notes								
1,000,000	UNITED STATES TREAS NTS 3%06/30/24	\$997,285.00	\$99.59	\$995,917.97	8.34	(\$1,367.03)		3.01
2,500,000	UNITED STATES TREAS NTS 3%07/31/24	\$2,459,476.77	\$99.40	\$2,484,960.95	20.82	\$25,484.18		3.02
2,000,000	UNITED STATES TREAS NTS 2.75%05/15/25	\$1,974,224.36	\$97.50	\$1,949,921.88	16.33	(\$24,302.48)		2.82
500,000	UNITED STATES TREAS NTS 3%07/15/25	\$497,563.57	\$97.43	\$487,167.97	4.08	(\$10,395.60)		3.08
1,000,000	UNITED STATES TREAS NTS 1.25%12/31/26	\$912,889.58	\$90.92	\$909,179.69	7.62	(\$3,709.89)		1.37
1,000,000	UNITED STATES TREAS NTS 3.25%06/30/27	\$1,005,946.91	\$95.31	\$953,085.94	7.98	(\$2,860.97)		3.41
1,000,000	UNITED STATES TREAS NTS 2.25%11/15/27	\$932,500.00	\$91.65	\$916,523.44	7.68	(\$15,976.56)		2.45



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
300,000	UNITED STATES TREAS NTS 0.625%11/30/27	\$262,940.04	\$86.29	\$258,867.19	2.17	(\$4,072.85)		0.72
200,000	UNITED STATES TREAS NTS 3.875%11/30/27	\$202,124.60	\$96.85	\$193,695.31	1.62	(\$8,429.29)		4.00
TOTAL U.S. Treasury Notes		\$9,244,950.83		\$9,149,320.34	76.64	(\$95,630.49)		2.76
TOTAL Fixed Income		\$10,544,950.83		\$10,413,087.38	87.22	(\$131,863.45)		2.89
GRAND TOTAL ASSETS		\$12,070,069.23		\$11,938,205.78	100	(\$131,863.45)		3.19

Transaction Statement

Date	Description	Units / Price	Cash Change	Cost Basis
Beginning Balances			\$0.00	\$12,064,410.16
<u>Receipts</u>				
Interest Income				
INTEREST TAXABLE				
4/2/2024	FTC CONSERVATIVE FUND		\$1,027.21	\$0.00
Total Interest Income			\$1,027.21	\$0.00
Dividend				
DIVIDEND				
4/2/2024	MONEY MKT OBLIGS TR FH GOV OBL FD		\$5,631.86	\$0.00
Total Dividend			\$5,631.86	\$0.00
<u>Disbursements</u>				
Institution Fees				
FEE PAYMENT				
4/10/2024	Automatic fee collection for account 650367014 for Period Ending 3/31/2024.		(\$1,000.00)	\$0.00
Total Institution Fees Collected from Account			(\$1,000.00)	\$0.00
<u>Transfer</u>				
Transfer				



Transaction Statement

Date	Description	Units / Price	Cash Change	Cost Basis
TRANSFER INCOME CASH TO PRINCIPAL CASH				
4/10/2024	TRANSFER INCOME CASH TO PRINCIPAL CASH - MARCH FEES TAKEN		\$0.00	\$0.00
Total Transfer			\$0.00	\$0.00
Investment Activity				
Sweep Sales (2) 4/1/2024 to 4/30/2024		(1,000.00)	\$1,000.00	(\$1,000.00)
Sweep Purchases (1) 4/1/2024 to 4/30/2024		6,659.07	(\$6,659.07)	\$6,659.07
Total Investment Activity		5,659.07	(\$5,659.07)	\$5,659.07
Ending Balances			\$0.00	\$12,070,069.23



REUBEN MCMILLAN FREE LIBRARY ASSOCIATION
LIBRARY FOUNDATION ACCOUNT

April 30, 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	\$ 538.17	
Justice Clarke Fund	5,809.60	
Myron Roh Fund	396.52	
Paul E. & Dorothy F. Rees Fund	182.37	
Philippine Kerwer Fund	110.85	
Dr. James Houck Fund	94.77	
Robert H. Donahugh Fund	201.14	
Henry Stambaugh Fund	609.69	
James McEwen Fund	998.57	\$ 8,941.68

Account #05-4 Income Fund

Nancy Breaden Fund	2,761.72	
Ruth Bowers Fund	535.95	
Elizabeth Lowmiller Barnhill Fund	700.81	
W. Sturgeon VanGorder - Elizabeth Slotta	2,083.23	
Kenneth M. Lloyd	223.09	
George Boughton	507.44	
Edward W. Powers Charitable Fund	243.04	
Martha Muransky	73.14	
Carol A. Bacon-Endowed Fund for Authors	347.33	
Rebecca Showman Host An Author Fund	45.74	7,521.49

Account #02-1 R.D. Fowler Fund

202.74

Account #6453 Jane Jackson

1,255.24

Account #01-3 Wick Dennison

5,650.70

Unrestricted Income funds:

Account #04-7

David & Caroline Theobald Fund	41.84	
Louisa Andrews Fund	175.34	
Ida Clarke Fund	458.94	
Caroline Wick Fund	84.35	
James C. Foutts Fund	136.15	
Olive Arms Fund	179.99	
Luela Walker fund	47.16	
Willam Merrick Fund	187.30	
Ida Osborne Fund	187.30	
M. Bernard Hirshberg Fund	51.81	
Louisa Edwards Fund	62.43	
Norma Jones Fund	622.32	
Reserve Account Fund	2,412.25	
Amelia Gail Sarbu	1,994.49	\$ 6,641.67

Donations		30,213.52
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Interest Income		52,672.22
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Miscellaneous		15,429.22
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TOTAL RECEIPTS		82.24
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TOTAL RECEIPTS & BALANCE FORWARD		98,397.20
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\$ 1,828,568.56

DISBURSEMENTS

Books & Related Purchases/Expenditures per Terms of Gifts	24,078.90	
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Legal Fees	0.00	
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Audit Fees	0.00	
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Miscellaneous	891.04	
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Memorial Gifts	0.00	
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Public Relations/Marketing	0.00	
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TOTAL EXPENDITURES	24,078.90	\$ 24,969.94
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BALANCES FORWARD

Checking First National Bank	395,159.88	
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Money Market Account First National Bank	1,408,438.74	1,803,598.62
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TOTAL DISBURSEMENTS AND BALANCES FORWARD		** \$ 1,828,568.56
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** Use restricted by terms of trusts in the amount of \$1,373,555.31

Director & CEO's Report

June 7, 2024

PLYMC News

Summer Discovery

We had a great turnout at our Summer Discovery Kickoff Party at Boardman Park on June 1. There were about 250 parents, caregivers and children in attendance. We had Summer Discovery and Library Card sign ups as well as crafts, lawn games, and of course bubbles, all accompanied by great music from Tyler Gurreri. The Pop-Up alone had over 150 people on it with many books checked out. In just one week of registration, we have registered over 2,100 people for the program, which is nearly equal to the number signed up in the first five weeks of 2023.



Introduction of HB 622

On Monday, Representative Cutrona introduced a bill that, if enacted, would require the library to restrict "any materials that are harmful to juveniles" from the general public and to maintain an age-verification system so that only those persons 18 and over or with prior parental consent could access them. Materials in the library all-ages collection could be challenged by any resident of the state. Failure to comply with the terms of the legislation would result in the library's state funding being taken away and redistributed to other institutions. The full text of the bill can be found at

https://search-prod.lis.state.oh.us/solarapi/v1/general_assembly_135/bills/hb622/IN/00/hb622_00_IN?format=pdf

As of this writing, the bill does not have any co-sponsors and has not been slated for any hearings. We are monitoring the activity around the legislation.

Current Events @ Your Library

PLYMC Summer Discovery: Summer Discovery (June 1-July 31) is a free program for all ages that encourages learning and literacy. Track your reading and activities, earn prizes and celebrate with us at the end of summer!

Ladies in Little Black Dresses for Literacy: This event benefits the Martha Muransky Children's Literacy Fund and is being held at The Lake Club in Poland, OH on Thursday, June 6th at 6:00 p.m.

Children's Hunger Alliance: We are partnering with the Children's Hunger Alliance (CHA) to provide free meals for ages 18 and younger beginning June 3. Meals will be available Monday-Friday from 12-1 p.m. at Main Library and East. The program runs through July 31 and is funded by CHA.

Blood Drive by Mahoning Chapter of the American Red Cross: Poland, Boardman and Austintown Libraries will be hosting these events throughout the month of June.

Upcoming Events

Find all library and friends events at <https://www.libraryvisit.org/happenings/>.

<https://www.libraryvisit.org/happenings/>

Experience Division

Public Service

- Adult Initiatives
 - PLYMC held a Blackout Poetry Contest the entire month of April for National Poetry Month. There were over 500 teen and adult entries system wide. We awarded prizes for the top three entries for each age group.
 - PLYMC will be partnering with the Mahoning County Prosecutor's Office on their Blue Envelope Program. This program is designed to promote inclusivity and serve as an enhanced communication awareness tool between law enforcement officers and community members with a condition or disability such as autism spectrum disorder, dementia, a physical disability, or other condition that might require additional accommodations or awareness during an interaction with law enforcement. All PLYMC libraries will serve as pick-up locations for the Blue Envelope packets.
 - Main Library was able to host the National Library of Medicine's Banner Exhibit for National Library Week, titled "Poisoning Us, which is about research and laws related to lead poisoning. The exhibit was displayed on the 2nd floor and our librarians put together a corresponding book display for patrons that may wish to read further on the subject.

- Circulation Initiatives -

- All Head Clerks and Librarian Supervisors received reminder training on inclusive and welcoming displays, programs, and services in conjunction with training on de-escalation and customer service conversations.
- TL circulated 4982 items to Jackson-Milton Schools students this past school year
- At PO, the great-granddaughter of the person to whom the Cupola is dedicated got her first library card.

Picture of Great Granddaughter of the person to whom the Poland Cupola is dedicated getting her first card!



Family Engagement

- Summer Discovery is off to a strong start with 668 people registering on the first day. This represents 19% of total registrations last year. Approximately 250 people joined the celebration at Boardman Park, enjoying music, games and activities.

Summer Discovery Kickoff at Boardman Park



Community Engagement

- Customer Service Initiatives



- To meet our community where they are with great customer service we attended the Cinco de Mayo on Phelps cultural festival and, despite some rain and downtown construction, had a successful event!

Cinco de Mayo on Phelps with the Pop Up

- We also attended the Hope Conference at Covelli Centre May 23 (along with staff from CS, SPS, NP, EA, Admin), registered 11 people for library cards and had some great conversations with people.

- Youth Initiatives

- School Visits are going well as the school year wraps up. Several branches have visited the schools for Summer Discovery visits while some locations have been wrapping up their regular visits that occur year-round. Please see the below thank you note that CN received

regarding their regular visits from the CN Middle School. This group started out as one class and grew to three different classes, visiting regularly.

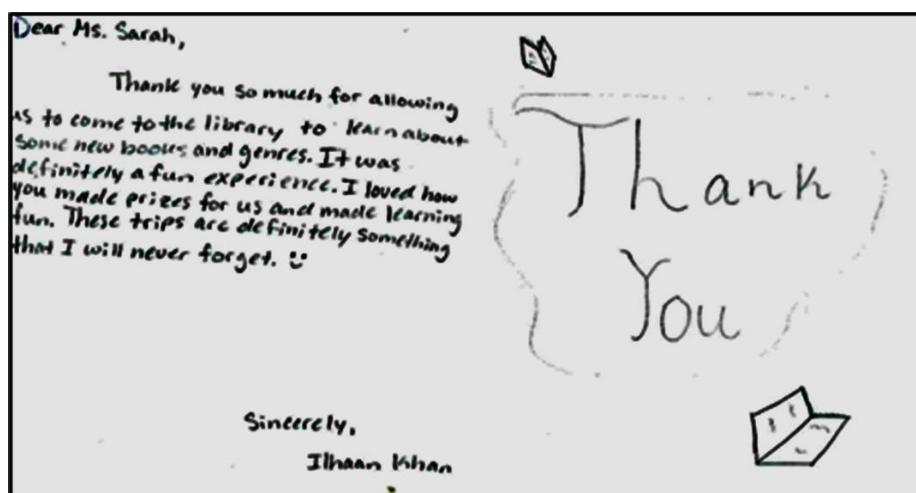


Image of Thank you note to Canfield Staff. Text reads: "Dear Ms. Sarah, Thank you so much for allowing us to come to the library to learn about some new books and genres. It was

definitely a fun experience. I love how you made prizes for us and made learning fun. These trips are definitely something I will never forget. 😊 Sincerely, Ilhaan Kahn

- Meeting Room Use
 - 496 meeting room bookings were made in May
 - 1,390 study room bookings were made in May

Marketing

- A post favorite on Facebook was the Preschool Prom at Boardman. The kids dressed to impress and had a blast taking pictures, playing and crafting. The post received positive reaction and reached nearly 3,000 people. The exact breakdown is received 89 reactions, reached 2815 people and had 595 engagements.

Preschool Prom Facebook Post

This group was dressed to impress for Preschool Prom! Thanks to everyone who joined us at our Boardman Branch for a fabulous event. For upcoming programs, visit our events calendar at bit.ly/3VRY0eu.



Discovery Road Map

- May was the final stretch to get everything ready for Summer Discovery. This year, we did a roadmap tracker as well as a simple tracker for those who want to log their reading and activities on paper. Below is an example of the roadmap which incorporates our branches and touches of Mahoning County such as Mill Creek Park.

Operations Division

Buildings

- Austintown interior painting completed.
- Boardman's new exterior play area complete. Maintenance built picnic tables for adults and children.
- Poland assessment currently being conducted. The Village's Architectural Review Board rejected the Library's proposed suggestions for bringing the color of the back walkway concrete into better alignment with the color of the patio bricks. This moves the matter into the hands of Village Council.
- Facilities currently at work at Sebring: interior painting, re-designing circulation desk, staff workspace and storage, landscape improvements. Comfortable seating area will include some new furniture. Improvements to children's area.

Facilities

- Master Facilities Plan study out for bid. Bid opening June 28th at 11AM
- East Façade renovation project out for bid

Collections

- Annual database cost review completed. Homeschoolers will be delighted that **ABC Mouse** now has home access. The addition of **America's News** through Newsbank gives patrons online access to the CPD, Pittsburgh Post Gazette, Columbus Dispatch, Canton Repository, and Akron Beacon Journal — all newspapers patrons' request.
- **Blue Career** offers online classes and certification for over 100 trade jobs. Access starts July 1.
- There are new additions to the **Library of Things** (side note—libraries across the country are asking for our help in developing their own collections). There are new **Storytime to Go** kits in development and ready soon. A new foreign language collection is in development as well.

Human Resources Division

Personnel

New hires

- Rochelle Houy – FT, Librarian 1 (Main)
- Jordan McNeil – PT, Material Handler (Newport)

Resign/Retire

- 5/1/24 – Shelia Kapics, Resignation – PT, PSG (Michael Kusalaba)
- 6/29/24 – Glenda Watson, Retirement – PT, PSG
- 7/5/24 – Dave Foster, Retirement – FT, Facilities Director

Promotions

- Amy Spencer, from Culinary Literacy Credentialed Specialist to Culinary Literacy Director

Recruitments

- Adm:
 - HR Specialist Labor Relations
 - Chief of Staff
- CMT:
 - Telephone Contact Center – 2 openings
 - Public Service Generalist – PT (Michael Kusalaba)
 - Public Service Generalist – FT (Main)
- PLAY:
 - Credentialed Specialist, Culinary Arts

All current recruitments can be found at: <https://www.libraryvisit.org/employment/>

Education & Engagement

- The Education Department has continued onboarding, training new staff, and transferring staff members.
- In May we developed and presented four training sessions for staff members systemwide to empower them with skills to handle difficult patron interactions.
- We have also begun planning for our annual Staff Day, which will be held August 6th this year.
- Our Employee Engagement and Experience Manager, Colleen Adkins, has joined Chief Human Resource Officer Liz Repasky in engagement meetings with branch and departmental staff throughout PLYMC. In these meetings we are discussing ways we can improve the employee experience.

Safety & Security

- Updated the alarm and access control panel at Boardman Library (this is part of a continuing system-wide update at all branch locations except for Main)
- Assisted with the Pride Month safety training sessions at Canfield and Poland libraries
- Replaced broken weather radio at Sebring Library

Information Technology Division

- Newport public computers upgraded (new units deployed to replace older ones)
- All 2025 e-rate requests approved
- Finished upgrading print servers at all locations
- Resolved Event Space AV issues
- Deployed Projector kits to all locations

Finance Division

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

CEO's Office

Development

- Planning Ladies in Little Black Dresses for Literacy: June 6, 375 to attend. Proceeds will benefit the PLYMC Foundation - Martha Muransky Children's Program Fund.
- Planning to attend the International Public Library Fundraising Conference in Washington D.C.
- Dee Crawford Interview on WKBN
- Attended Pride Week Training, and United for Libraries, "How You Can Support Community Health" webinar, ULC - Libraries & Economic Vitality.

Friends of PLYMC:

- General Membership Meeting with Author J. Derek Penn "Diary of A Black Man on Wall Street: from Youngstown Ohio to the Big Apple" 45 people attended.
- Summer Discovery Kick Off Boardman Park, June 1, Friends promotional and recruitment table.
- Juneteenth Celebration & Vendor Event at East Library on June 15.
- Local Author Event & Book Sale at Poland Library in partnership with Celebrate Poland, June 29.
- Planning Meeting with Penguin City Owner to collaborate on a new fundraiser.

Strategic Communications

- Wrote Statewide Grants for funding to build new libraries in Struthers and Sebring
- Worked with Aimee to secure Letters of Support for both projects from community leaders including elected officials, government agencies, and businesses.
- Continued strategic planning on the Library's education campaign about the levy.
- Wrote Press Releases for events detailed below:
 - o Story Trails in Austintown and Sebring:
 - o Summer Discovery Event at Boardman Park on June 1st.

J. Derek Penn "*Diary of a Black Man on Wall Street: From Youngstown, Ohio to the Big Apple.*" speaking at the Library:

<https://www.tribtoday.com/news/business/2024/05/business-briefs-236/>

Ladies in Little Black Dresses Event

<https://www.metromonthly.net/literacy-fundraiser-set-for-june-6-at-the-lake-club/>

<https://www.wkbn.com/news/local-news/youngstown-news/in-depth-with-debbie-liptak-of-the-public-library-of-youngstown-and-mahoning-county/>

<https://www.mahoningmatters.com/news/local/article275279546.html>

Story Trails, May 30th in Austintown:

<https://www.metromonthly.net/library-austintown-local-schools-to-launch-story-trails-may-30/>

<https://www.wfmj.com/story/50826573/austintown-township-park-opens-story-trails>

<https://www.wkbn.com/news/local-news/austintown-news/new-story-trails-path-at-austintown-township-park/>

https://www.google.com/search?q=austintown+story+trails&rlz=1C1GCEA_enUS1100US1100&oq=austintown+story+trails&gs_lcrp=EgZjaHJvbWUqBggAEEUYOzIGCAAQRRg7MgYIARBFgDsyCggCEAAyGAAQYogQyCggDEAAyGAAQYogQyCggEEAAyGAAQYogQyCggFEAAyGAAQYogQyCggGEAAyGQYiQUyBggHEEUyQdIBCDI0NDhqMGo3qAIlSAlB&sourceid=chrome&ie=UTF-8#fpstate=ive&vld=cid:6c08ad23,vid:AketTOeOMFY,st:0

Story Trails in Sebring:

<https://www.morningjournalnews.com/news/local-news/2024/05/plymc-kicks-off-story-trails-at-southside-park-in-sebring/>

Summer Discovery June 1st Boardman Park:

<https://www.wfmj.com/story/50856365/youngstown-public-library-hosts-summer-discovery-kick-off-event-at-boardman-park>

Director & CEO Activities

Local

May 16 – Library Board of Directors, Service & Personnel Committee Meeting

May 22 – Trumbull County Historical Society Sci-Fi Steering Committee Meeting

May 23 – Library Board of Directors, Bylaws Committee Meeting

Youngstown Rotary Lunch Meeting – every Wednesday

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

State

May 17 – Ohio Library Council Board Meeting

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

National

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

One more great thing . . .

During Summer Discovery you can gather around the campfire at Brownlee Woods Library. S'mores, anyone?



Reuben McMillan Free Library Association
General Fund Budget
Board Meeting of June 13, 2024

	2024 Adopted Budget 2/8/2024	2024 Revised Budget 6/13/2024	2025 Preliminary Budget 6/13/2024
Balance Forward	\$ 13,690,651.08	\$ 13,690,651.08	\$ 10,223,028.02
RECEIPTS			
1210 General Property Tax - RE Gross	8,975,334.68	8,975,334.68	8,975,334.68
2130 Federal Government/Grants	900.00	900.00	900.00
2131 Federal Government/E-Rate	79,634.05	79,634.05	79,634.05
2170 Federal Grants Restricted	100,000.00	100,000.00	100,000.00
2200 State of Ohio/PLF	10,041,432.56	9,653,703.44	9,653,703.44
2210 State of Ohio/TLR/Rollback & Homestead	942,309.07	942,309.07	942,309.07
3110 Patron Fines & Lost Books	18,000.00	18,000.00	18,000.00
3140 Copy Machines	500.00	500.00	500.00
3141 Debit Cards	65,000.00	65,000.00	65,000.00
3199 Other Patron Fees	7,900.00	14,500.00	14,500.00
4120 Interest	630,000.00	630,000.00	630,000.00
6120 Restricted Contributions/Grants	5,000.00	5,000.00	5,000.00
8000 Rental Income	25,020.00	29,520.00	29,520.00
8710 Refunds for Overpayment	-	7,500.00	7,500.00
8720 Insurance Reimbursements	29,109.86	29,109.86	29,109.86
8798 Reimbursement From Grants	-	1,000.00	1,000.00
8799 Other Refunds	20,000.00	20,000.00	20,000.00
8999 Miscellaneous	5,000.00	5,000.00	5,000.00
Subtotal Receipts	20,945,140.22	20,577,011.10	20,577,011.10
TOTAL RECEIPTS AND BALANCE FORWARD	\$ 34,635,791.30	\$ 34,267,662.18	\$ 30,800,039.12
EXPENDITURES			
1100 Salaries	\$ 10,600,329.00	\$ 10,560,227.74	\$ 11,768,240.60
1400 Retirement Benefits	1,476,699.25	1,471,085.08	1,639,476.82
1600 Insurance Benefits	2,422,146.94	2,580,236.75	2,601,399.93
1900 Other Employee Benefits	59,200.00	59,200.00	59,200.00
TOTAL SALARIES & BENEFITS	14,558,375.19	14,670,749.57	16,068,317.35
2100 General Office & Programming Supplies	1,000,500.00	1,000,500.00	1,000,500.00
2200 Property Maintenance Repairs	71,000.00	71,000.00	71,000.00
2300 Motor Vehicle/ Fuel Supplies & Parts	40,000.00	40,000.00	40,000.00
TOTAL SUPPLIES	1,111,500.00	1,111,500.00	1,111,500.00
3100 Travel & Meeting Expenses	157,500.00	157,500.00	157,500.00
3200 Communications, Printing & Publicity	530,040.00	533,540.00	533,540.00
3300 Property Maintenance	1,697,540.00	1,697,540.00	1,697,540.00
3400 Insurance	135,592.00	135,592.00	135,592.00
3500 Rent/Leases	96,245.00	96,245.00	96,245.00
3600 Utilities	446,000.00	446,000.00	446,000.00

Levy proceeds as shown in accounts 1210 and 2210 represent 48% of total budgeted revenue.

Based on 97% of the updated ODOT estimate for 2024 that was released in December, 2023. This represents 47% of total budgeted revenue.

Includes current and anticipated staffing positions, negotiated increases, estimated retirement pay-outs for several long-term employees 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 June 13, 2024

	2024	2024	2025
	Adopted	Revised	Preliminary
	Budget	Budget	Budget
	2/8/2024	6/13/2024	6/13/2024
3700 Professional Services	768,117.59	768,117.59	768,117.59
3800 Library Material Control Services	247,250.00	256,250.00	256,250.00
3900 Other Contracts & Purchased Services	25,000.00	25,000.00	25,000.00
TOTAL PURCHASED & CONTRACTED SERVICES	4,103,284.59	4,115,784.59	4,115,784.59
4100 Books	900,000.00	889,500.00	889,500.00
4200 Periodicals	32,000.00	32,000.00	32,000.00
4300 Audiovisual Materials	210,000.00	210,000.00	210,000.00
4500 Electronic Information Public Use	1,050,500.00	1,061,000.00	1,061,000.00
4600 Interlibrary Loan	45,000.00	45,000.00	45,000.00
4900 Library Material / All Other	15,000.00	15,000.00	15,000.00
TOTAL LIBRARY MATERIALS	2,252,500.00	2,252,500.00	2,252,500.00
5500 Furniture & Equipment	50,000.00	70,000.00	70,000.00
5700 Motor Vehicles	50,000.00	50,000.00	50,000.00
TOTAL CAPITAL OUTLAY	100,000.00	120,000.00	120,000.00
7100 Dues & Memberships	60,000.00	60,000.00	60,000.00
7200 Taxes & Assessments	6,600.00	6,600.00	6,600.00
7500 Refunds & Reimbursements	6,500.00	6,500.00	6,500.00
7900 Other Miscellaneous	1,000.00	1,000.00	1,000.00
TOTAL OTHER OBJECTS	74,100.00	74,100.00	74,100.00
8999 Unallocated Appropriations	200,000.00	200,000.00	200,000.00
TOTAL EXPENSE	22,399,759.78	22,544,634.16	23,942,201.94
9980 Transfers to Building & Repair Fund	1,000,000.00	1,000,000.00	1,000,000.00
9999 Transfers to Technology Development Fund	500,000.00	500,000.00	500,000.00
TOTAL TRANSFERS	1,500,000.00	1,500,000.00	1,500,000.00
TOTAL EXPENSE & TRANSFERS	23,899,759.78	24,044,634.16	25,442,201.94
Unencumbered Balance Forward	10,736,031.52	10,223,028.02	5,357,837.18
TOTAL EXPENSES & BALANCE FORWARD	\$ 34,635,791.30	\$ 34,267,662.18	\$ 30,800,039.12

Reuben McMillan Free Library Association
Building & Repair Fund
Board Meeting of June 13, 2024

	2024 Adopted Budget 2/8/2024	2024 Revised Budget 6/13/2024	2025 Preliminary Budget 6/13/2024
Balance Forward	21,069,766.81	21,069,766.81	19,554,766.81
RECEIPTS			
4121 Interest	530,000.00	530,000.00	530,000.00
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	1,000,000.00	1,000,000.00
Total Receipts	1,530,500.00	1,530,500.00	1,530,500.00
Total Receipts & Balance Forward	<u>\$ 22,600,266.81</u>	<u>\$ 22,600,266.81</u>	<u>\$ 21,085,266.81</u>
EXPENDITURES			
3781 Investment/Banking Fees	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
5110 Purchase of Land	-	-	-
5210 Land Improvements	-	-	-
5310 New Buildings	-	-	-
5410 Building Improvements/Capital Leases	2,285,000.00	2,485,000.00	2,600,000.00
5511 Equipment	300,000.00	300,000.00	300,000.00
8998 Unallocated Appropriation	228,500.00	248,500.00	260,000.00
Total Expenses	2,825,500.00	3,045,500.00	3,172,000.00
Unencumbered Balance Forward	19,774,766.81	19,554,766.81	17,913,266.81
Total Expenses & Balance Forward	<u>\$ 22,600,266.81</u>	<u>\$ 22,600,266.81</u>	<u>\$ 21,085,266.81</u>

See Detail Sheet.

Reuben McMillan Free Library Association
Building & Repair Fund
Board Meeting of June 13, 2024

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 \$75,000 or more in 2024 require public bidding).

	Budget Year	2024	2025
Kusalaba			
Seal cedar siding		\$ 10,000.00	
Poland			
Exterior painting		150,000.00	
Exterior carpentry work		50,000.00	
Elevator upgrade		250,000.00	
East			
Exterior siding/repairs		700,000.00	
Parking lot repair		35,000.00	
Brownlee			
Parking lot expansion		40,000.00	
Main			
Masonry repair-20% of total		100,000.00	100,000.00
Sebring			
General updates		100,000.00	
Reseal and strip all parking lots		50,000.00	
Reserve for unscheduled projects		1,000,000.00	2,500,000.00
Subtotal		\$ 2,485,000.00	\$ 2,600,000.00
Investment Fees		12,000.00	12,000.00
Furniture/Equipment		300,000.00	300,000.00
Contingency factor of 10%		248,500.00	260,000.00
Total With Contingency		\$ 3,045,500.00	\$ 3,172,000.00

Reuben McMillan Free Library Association
Technology Development Fund
Board Meeting of June 13, 2024

	2024 Adopted Budget 2/8/2024	2024 Revised Budget 6/13/2024	2025 Preliminary Budget 6/13/2024
Balance Forward	3,860,386.39	3,860,386.39	3,877,353.38
RECEIPTS			
2132 Federal Government/E-Rate	25,687.99	25,687.99	25,687.99
4122 Interest	20,000.00	20,000.00	20,000.00
9951 Transfer From Other Funds	500,000.00	500,000.00	500,000.00
Total Receipts	\$ 545,687.99	\$ 545,687.99	\$ 545,687.99
Total Receipts & Balance Forward	\$ 4,406,074.38	\$ 4,406,074.38	\$ 4,423,041.37
EXPENDITURES			
3782 Investment/Banking Fees	\$ 600.00	\$ 600.00	\$ 600.00
5550 Equipment	528,121.00	528,121.00	528,121.00
Total Expenses	528,721.00	528,721.00	528,721.00
Unencumbered Balance Forward	3,877,353.38	3,877,353.38	3,894,320.37
Total Expenses & Balance Forward	\$ 4,406,074.38	\$ 4,406,074.38	\$ 4,423,041.37

See Detail Sheet.

Reuben McMillan Free Library Association
Technology Development Fund
Board Meeting of June 13, 2024

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.

	2024
Upgrades to existing equipment and data-network:	
Annual system wide targeted replacement computers -15%	\$ 150,000.00
Public Use Tech Items (such as Xbox, iPad, tablets, laptops)	20,000.00
Replacement self check units	18,000.00
MN maker space or programing area - placemaker	20,000.00
Replacement switches - actual cost prior to e-rate reimbursement	28,000.00
Replace AWE stations with NABI tablets (as AWE break)	1,400.00
New VMWare Servers	3,000.00
Possible Security Camera Upgrades (hardware) +Cabling	-
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	3,250.00
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
Voice gateways	4,000.00
AT&T hardware to migrate branches from copper to cellular for VOIP failover and security upgrade	3,900.00
RFID tags	27,000.00
New door counters	18,400.00
Replacement-MN Genealogy Scanpro	12,600.00
CCTV camera updates	48,960.00
Network rack upgrades at BR, ST, and SP	8,100.00
Contingency (10%)	48,011.00
Investment fees	600.00
	<u>\$ 528,721.00</u>

EMPLOYMENT

The Board of Trustees recognizes and adheres to the contracts negotiated by it and the recognized unions of staff members. The ~~Chief~~ Human Resources ~~Officer~~~~Director~~, together with other staff assigned by the ~~Library~~ Director ~~& CEO~~ or contracted legal services will act as the negotiating team reporting to the ~~Library~~ Director ~~& CEO~~ who reports to the Board's Service and Personnel Committee. All contracts are approved by the full Board of Trustees.

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Reviewed by the Bylaws Committee of the Board of Trustees: ~~_____~~ ~~[DATE]~~ May 23, 2024

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Approved by the PLYMC Board of Trustees: _____ [DATE]

Update and Approval History:

Adopted By ~~the~~ Board ~~Of~~ Trustees _____ September 22, 1987

Amended By ~~the~~ Board ~~Of~~ Trustees _____ December 9, 2004

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Weapons and Dangerous Ordinance

~~WHEREAS, The Reuben McMillan Free Library Association, which owns and operates~~ The Public Library of Youngstown and Mahoning County ("Library") desires to conform its rules, policies and practices concerning weapons and dangerous ordinance to those of statutory county libraries in Ohio.

~~THEREFORE, BE IT RESOLVED that it is hereby declared and established as a policy of the Library that, e~~ Except for law enforcement and security personnel acting within the course of their duties and as authorized by law, no person, including persons licensed to carry a concealed hand gun in Ohio pursuant to law, shall knowingly possess, have under the person's control, convey or attempt to convey a deadly weapon or dangerous ordinance onto any building that is owned by the Library and all portions of any building that is not owned by the Library but that is leased by the Library; and.

~~BE IT FURTHER RESOLVED that t~~The Executive Director & CEO of the Library shall cause to be posted in a conspicuous location in each building owned or leased by the Library a sign that contains the statement in Ohio Revised Code Section 2923.1212; substantially the following:

"Unless otherwise authorized by law, pursuant to the Ohio Revised Code, no person shall knowingly possess, have under the person's control, convey or attempt to convey a deadly weapon or dangerous ordinance onto these premises."

Reviewed by the Bylaws Committee of the Board of Trustees: May 23, 2024 ~~[DATE]~~

Approved by the PLYMC Board of Trustees: _____ [DATE]

Update and Approval History:

Adopted By ~~t~~The Board ~~o~~f Trustees _____ June 10, 2004

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NEW OR RELOCATED PUBLIC LIBRARIES

A new library facility or the relocation of a public library facility in Mahoning County can only be initiated with the approval of the Library Board of Trustees. Board-approved guidelines for procedures must be adhered to.

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Reviewed by the Bylaws Committee of the Board of Trustees: _____[DATE] May 23, 2024

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Approved by the PLYMC Board of Trustees: _____ [DATE]

Update and Approval History:

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ADOPTED BY BOARD OF TRUSTEES JUNE 21, 1987

AMENDED BY BOARD OF TRUSTEES JUNE 10, 2004

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PROCEDURE FOR BIDDING AND LETTING OF CONTRACTS

The Library shall follow a procedure congruent with the procedure stated from time to time in Section 3375.41 of the Ohio Revised Code, as amended, or succeeding statute, concerning the bidding and letting of contracts for construction, repair or improvements of Library facilities. In general, this Revised Code Section provides that, for contracts more than a threshold amount concerning real property, except in cases of urgent necessity or for the security and protection of Library property, the Library must give advance notice of the contract by publication, require the submission of sealed bids, simultaneously open all bids in public, and may only award contracts to the lowest responsible bidder.

Reviewed by the Bylaws Committee of the Board of Trustees: May 23, 2024

Approved by the PLYMC Board of Trustees: [DATE]

Update and Approval History:

Adopted By ~~The~~ the Board ~~Of~~ of Trustees October 19, 1990

Amended By ~~The~~ the Board ~~Of~~ of Trustees June 12, 2003

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POLICY ON CONFLICTS OF INTEREST AND DISCLOSURE OF CERTAIN INTERESTS

This conflict of interest policy is designed to help directors and officers of the Reuben McMillan Free Library Association [d.b.a. The Public Library of Youngstown and Mahoning County](#) (~~LIBRARY~~) (~~Library~~) identify situations that present potential conflicts of interest and to provide the ~~LIBRARY~~ Library with a procedure which, if observed, will allow a transaction to be treated as valid and binding even though a director or officer has or may have a conflict of interest with respect to the transaction. The policy is intended to comply with the procedure prescribed in Ohio Revised Code Section 1702.301, governing conflicts of interest for directors of nonprofit corporations. In the event there is an inconsistency between the requirements and procedures prescribed herein and those in section 1702.301, the statute shall control.

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1. Definitions

- a. Interested Person. Any director or officer who has a direct or indirect financial interest, as defined below, is an Interested Person.
- b. Financial Interest. A person has a financial interest if the person has, directly or indirectly, through business, investment or family:
 - i. An ownership interest in any entity with which the Library has a transaction or arrangement;
 - ii. A compensation arrangement with the Library or with any entity or individual with which the Library is negotiating a transaction or arrangement; or
 - iii. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Library is negotiating a transaction or arrangement. Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under Section 2.2, a person who has a financial interest may have a conflict of interest only if the Board decides that a conflict of interest exists.

2. Procedures

- a. Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Board or committee of the Board considering a proposed transaction or arrangement.
- b. Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the

interested person, he/she shall leave the Board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board or committee members shall decide if a conflict of interest exists.

c. Procedures for Addressing the Conflict of Interest.

- i. An interested person may make a presentation at the Board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- ii. The chairperson of the Board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- iii. After exercising due diligence, the Board or committee shall determine whether the Library can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- iv. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Library's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

d. Violations of the Conflicts of Interest Policy

- i. If the Board or committee has reasonable cause to believe a director or officer has failed to disclose actual or possible conflicts of interest, it shall inform the person of the basis for such belief and afford the director or officer an opportunity to explain the alleged failure to disclose.
- ii. If, after hearing the director or officer's response and after making further investigation as warranted by the circumstances, the Board or committee determines the director or officer has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

3. Records of Proceedings. The minutes of the Board and all committees with Board delegated powers shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board's or committee's decision as to whether a conflict of interest in fact existed.
- b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion,

including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

4. Compensation

- a. A voting member of the Board who receives compensation, directly or indirectly, from the Library for services is precluded from voting on matters pertaining to that member's compensation.
- b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Library for services is precluded from voting on matters pertaining to that member's compensation.
- c. No voting member of the Board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Library, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

5. Annual Statements. Each director, principal officer and member of a committee with Board delegated powers shall annually sign a statement which affirms such person:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Understands the Library is an entity described in Section 501(c)(6)(3) of the Internal Revenue Code of 1986, as amended, and in order to maintain its federal tax-exempt status must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Reviewed by the Bylaws Committee of the Board of Trustees: May 23, 2024
[DATE]

Approved by the PLYMC Board of Trustees: [DATE]

Update and Approval History:

June 13, 2024						
Name	Old Title/Location	New Title/Location	Old Rate	New Rate	Per	Effective
NEW EMPLOYEES						
Ajmani, Anjali		Public Service Generalist/MK		15.60	hr	4/29/2024
Gysegem, Carol		Public Service Generalist PT/Boardman		15.60	hr	4/29/2024
Kapics, Sheila		Public Service Generalist PT/MK		15.60	hr	4/29/2024
Lambert, Tasha		Admin Office Coordinator/Admin		50,000.00	yr	3/4/2024
Stepp, Michael		Strat Communications Officer/Admin		73,200.00	yr	3/4/2024
TRANSFERS & CHANGES IN RATE						
Adkins, Colleen		Employee Engagement & Exp Mgr/Admin	73,200.00	76,015.38	yr	4/28/2024
Ahrens, Annette		Librarian 1 PT/Poland	27.30	27.98	hr	3/31/2024
Albright, Ron		Public Service Generalist/MK	15.99	16.39	hr	4/28/2024
Ali-Samad, Haneen		Librarian 1 PT/Boardman	23.21	23.79	hr	3/31/2024
Allan, Lori		Public Service Specialist I/Boardman	20.64	21.16	hr	4/28/2024
Allonby, Mia		Clerk 2 Patron Advisor/MK	16.63	17.05	hr	4/28/2024
Allonby, Mia	Clerk 2 Patron Advisor/MK	Librarian 1/Family Engagement Main	17.05	22.18	hr	5/13/2024
Alvarez, Marnie		Librarian 7 Supervisor / Family Engage	30.47	31.23	hr	3/31/2024
Angelo, Courtney		Marketing Manager/Admin	78,323.87	81,336.33	yr	4/28/2024
Ault, Renae		Librarian 4 Supervisor/Campbell	25.68	26.32	hr	3/31/2024
Ayers, Lily		Librarian 1 PT/Michael Kusalaba	22.73	23.30	hr	3/31/2024
Barrett, Andrew		MTC Trades-Craftsperson/Maintenance	23.44	24.03	hr	4/28/2024
Basista, Karen		Public Service Generalist/Poland	21.47	21.76	hr	4/28/2024
Bates, Valerie		Public Service Generalist/Poland	17.92	18.37	hr	4/28/2024
Beach, Cindy		Public Service Manager/Admin	84,731.10	87,989.99	yr	4/28/2024
Bell, Brianna		Librarian 1/Core Services Main	22.73	23.30	hr	3/31/2024
Bellish, Jessica		Public Service Generalist/Austintown	15.60	15.99	hr	4/28/2024
Beverly, Renee		Librarian 2/Austintown	25.58	26.22	hr	3/31/2024
Bigler Crace, Tina	Public Service Gen PT/Boardman	Public Service Gen I FT/TCC Main	16.47	16.47	hr	2/19/2024
Bigler Crace, Tina		Public Service Gen I FT/TCC Main	16.47	16.88	hr	4/28/2024
Bika, Jason		Computer Support Technician/Admin	21.96	22.81	hr	4/28/2024
Blasko, Kara		Public Service Gen PT/Technical Service	17.61	18.05	hr	4/28/2024
Blott, Sarah		Librarian 1/Canfield	24.36	24.97	hr	3/31/2024
Bonace, Gianna		Public Service Gen PT/Technical Service	16.07	16.47	hr	4/28/2024

Bowers, Amy		Librarian 4 Supervisor/East	28.00	28.70	hr	3/31/2024
Bowers, Rochele	Public Service Gen I/MK	Clerk 2 Patron Advisor/Struthers	19.10	19.86	hr	2/19/2024
Bowers, Rochele		Clerk 2 Patron Advisor/Struthers	19.86	20.36	hr	4/28/2024
Brickell, Stephanie		Librarian 3/Family Engagement Main	25.07	25.70	hr	3/31/2024
Brockway, Pamela		Public Service Manager/Admin	78,323.87	81,336.33	yr	4/28/2024
Brown Beresa		Clerk 6 Clerical Lead/Main	21.84	22.39	hr	4/28/2024
Budny, Andrew		Librarian 1/Core Services Main	22.73	23.30	hr	3/31/2024
Bueno, Helen		Public Service Generalist/Boardman	17.24	17.67	hr	4/28/2024
Bundza, Joanne		Public Service Gen PT/Technical Service	17.91	18.36	hr	4/28/2024
Burkard, Amy		Librarian 3/Family Engagement Main	25.82	26.47	hr	3/31/2024
Camp, Kaylin		Librarian 1/Newport	22.73	23.30	hr	3/31/2024
Cannon, Kimberly		Librarian 1 PT/Technical Services	23.88	24.48	hr	3/31/2024
Carrabbia, Marian		Public Service Gen PT/Technical Service	20.23	20.12	hr	4/28/2024
Carter, Yvette		Librarian 1 PT/Newport	22.18	22.73	hr	3/31/2024
Casey, Thomas		Chief Technology Officer/Admin	100,560.40	104,428.11	yr	4/28/2024
Chaney, Mary Ann		Financial Coordinator/Admin	21.96	22.81	hr	4/28/2024
Christani, Cynthia		Librarian 4 Supervisor/Sebring	28.73	29.45	hr	3/31/2024
Churchill, Sara		Librarian 7 Supervisor/SPS Main	35.28	36.16	hr	3/31/2024
Claflin, Lee Anne		Public Service Generalist/TCC	16.47	16.88	hr	4/28/2024
Coleman, Suzanna		Public Service Generalist/TCC	15.60	15.99	hr	4/28/2024
Coontz, Danielle		Librarian 1/Sebring	22.18	22.73	hr	3/31/2024
Corll, Benjamin		Librarian 4 Supervisor/Brownlee	25.68	26.32	hr	3/31/2024
Cramer, Kathleen		Public Service Generalist II/Austintown	20.52	20.92	hr	4/28/2024
Cramer, Lyndsay		Librarian 1 PT/Community Engagement	26.17	26.82	hr	3/31/2024
Crowe, David		Asst Mgr Facility & Construction/Admin	30.79	31.98	hr	4/28/2024
Cunningham, Kathleen		Public Service Generalist/Newport	18.28	18.74	hr	4/28/2024
Dale, Amelia		Librarian 1/Boardman	23.21	23.79	hr	3/31/2024
Daniels, Grace		Public Service Generalist/Canfield	15.60	15.99	hr	4/28/2024
D'Apolito, Francesca		Librarian 1/Core Services Main	22.18	22.73	hr	3/31/2024
Davis, Sarah		Librarian 1/East	22.73	23.30	hr	3/31/2024
DeBolt, Darren		Safety and Security Specialist/Admin	65,000.00	67,500.00	yr	4/28/2024
Delbene, Cathryn		Librarian 1/Family Engagement Main	22.73	23.30	hr	3/31/2024
DiPiero, Nicole		Public Service Generalist II/Core Services	19.32	19.80	hr	4/28/2024
Doyle, Courtney		Rental Coordinator/Admin	50,000.00	51,923.08	yr	4/28/2024
Ebert, Randy		Public Service Manager/Admin	78,323.87	81,336.33	yr	4/28/2024
Edwards, John		Public Service Generalist PT/Newport	16.83	17.25	hr	4/28/2024
Edwards, Rachel		Training Specialist/Admin	56,291.27	58,456.32	yr	4/28/2024
Elder, Heather		Development Coordinator PT/Admin	20.58	21.37	hr	4/28/2024

England, Brittany		Public Service Generalist/Com Engagement	15.60	15.99	hr	4/28/2024
Estudante, Rachael		Librarian 3/Community Enagement	24.46	25.07	hr	3/31/2024
Ferris, Mandy		Public Service Generalist PT/Sebring	16.86	17.28	hr	4/28/2024
Fifarek, Aimee		Director and Chief Executive Officer/Admin	131,610.02	136,671.94	yr	4/28/2024
Fife, Rebecca		Public Service Generalist/Canfield	18.26	18.72	hr	4/28/2024
Florkowski, Savannah		Marketing Spec-Web & Graphic Design/Admi	56,291.27	58,456.32	yr	4/28/2024
Foster, David		Facilities & Construction Director/Admin	84,008.33	87,239.42	yr	4/28/2024
Franklin, Channal		Public Service Generalist/TCC Main	15.99	16.62	hr	4/28/2024
Franklin, Channal	Public Service Gen/TCC Main	Clerk 2 Patron Advisor/MK	16.22	16.63	hr	5/6/2024
Freeman, Trina		Human Resource Coordinator/Admin	23.48	24.38	hr	4/28/2024
Gamble, Desirea		Librarian 1/Canfield	22.73	23.30	hr	3/31/2024
Garofali, Leah		Public Service Coordinator/Admin	20.58	21.37	hr	4/28/2024
Gibbs, Stuart		Librarian 3/SPS Main	29.50	30.24	hr	3/31/2024
Gibson, Ashley		Librarian 3/Technical Services	28.11	28.81	hr	3/31/2024
Goldner, Cheri		Public Service Manager/Admin	78,323.87	81,336.33	yr	4/28/2024
Gorup, Wendy		Public Service Generalist PT/Canfield	16.07	16.47	hr	4/28/2024
Graf, Allison		Librarian 6 Supervisor/Canfield	29.89	30.64	hr	3/31/2024
Graneto, Aaron		Clerk 2 Patron Advisor/Tri-Lakes	16.63	17.05	hr	4/28/2024
Green, Terri		Public Service Generalist PT/Poland	19.16	19.64	hr	4/28/2024
Hagerty, Carly		Public Service Generalist/Com Engagement	15.60	15.99	hr	4/28/2024
Hahn, Carolyn		Public Service Generalist PT/Newport	15.99	16.39	hr	4/28/2024
Hanshaw, Dianna		Computer Support Technician/Admin	23.19	24.08	hr	4/28/2024
Harper, Alexandra		Librarian 3/Michael Kusalaba	27.36	28.04	hr	3/31/2024
Harris, Tracy	Librarian 1/Family Engage Main	Librarian 3/Family Engagement Main	23.17	24.46	hr	3/18/2024
Harris, Tracy		Librarian 3/Family Engagement Main	24.46	25.07	hr	3/31/2024
Hauser, Diana		Librarian 1/Austintown	22.18	22.73	hr	3/31/2024
Hemphill, Jennifer		Librarian 4 Supervisor/Springfield	27.40	28.09	hr	3/31/2024
Highfield, Michael		Maintenance/Maintenance	20.99	21.51	hr	4/28/2024
Hunsicker, Christopher		Librarian 1 PT/Canfield	23.21	23.79	hr	3/31/2024
Ivan, Louis		Librarian 1/Newport	22.18	22.73	hr	3/31/2024
Jones, Judith		Librarian 3/SPS Main	28.09	28.79	hr	3/31/2024
Jones, Starr		Librarian 7 Supervisor/Austintown	33.55	34.39	hr	3/31/2024
Kashubara, Kelsey	Public Service Gen II/Struthers	Public Service Generalist I/Boardman	17.50	16.81	hr	2/19/2024
Kather, Steven		Clerk 2 Patron Advisor/East	16.62	17.04	hr	4/28/2024
Keyes, Seth		MTC Trades-Craftsperson/Maintenance	20.93	21.45	hr	4/28/2024
Kilgore, Juli		HR Spec Empl Relations & Benefits/Admin	70,619.96	73,336.11	yr	4/28/2024
Klein, Miriam	Public Service Gen I /Core Services	Clerk 2 Patron Advisor/Core Services	15.99	16.62	hr	2/5/2024
Klein, Miriam		Clerk 2 Patron Advisor/Core Services	16.62	17.04	hr	4/28/2024

Knickbocker, Emma		Material Handler PT/Technical Service	15.38	15.76	hr	4/28/2024
Kollar, Amanda		Librarian 4 Supervisor/Struthers	31.84	32.64	hr	3/31/2024
Komara, Kerry		Public Service Generalist/Poland	17.88	18.33	hr	4/28/2024
Kotel, Kelly		Librarian 4 Supervisor/Tri-Lakes	28.73	29.45	hr	3/31/2024
Kreller, Jessica		Public Service Generalist/Boardman	18.99	19.46	hr	4/28/2024
Lapin, Sarah		Public Service Generalist PT/Boardman	18.60	19.07	hr	4/28/2024
Leone, Andi		Public Service Generalist/Struthers	15.60	15.99	hr	4/28/2024
Liptak, Deborah		Development Director/Admin	87,406.06	90,767.83	yr	4/28/2024
Logston, Sophia		Public Service Generalist/Canfield	15.99	16.39	hr	4/28/2024
Longmore, Kenneth		Clerk 2 Patron Advisor/Brownlee	16.62	17.04	hr	4/28/2024
Ludwick, Michael		Public Service Lead II/ Com Engagement	23.69	24.28	hr	4/28/2024
Luongo, Cheryl		Public Service Generalist/TCC Main	17.89	18.34	hr	4/28/2024
Maderitz, Rosemarie		Public Service Generalist PT/Core Services	15.99	16.39	hr	4/28/2024
Mamula Jeffrey		Com Relations & Multimedia Spec/Admin	62,500.00	64,903.85	yr	4/28/2024
Manzellz, Melissa		Librarian 1/Core Services Main	22.73	23.30	hr	3/31/2024
Marsco, Mary		Librarian 1/Community Engagement	23.88	24.48	hr	3/31/2024
Mawhinney, Cindy		Public Service Generalist/Austintown	19.74	20.23	hr	4/28/2024
McBane, Christine		Dep Financial Off/Board Secretary/Admin	70,972.16	73,701.86	yr	4/28/2024
McClellan, Michael		Systems Specialist/Admin	60,053.36	62,363.10	yr	4/28/2024
McCorkhill, Mallory		Librarian 1/Canfield	23.41	24.00	hr	3/31/2024
McCullough, Deborah		Chief Operating Officer/Admin	103,651.00	107,637.58	yr	4/28/2024
McEwing, Hayley		Librarian 6 Supervisor/Poland	31.11	31.89	hr	3/31/2024
McKinney, Will		System Administrator/Admin	78,323.87	81,336.33	yr	4/28/2024
McLaughlin, Megan		Public Service Generalist PT/Brownlee	15.99	16.39	hr	4/28/2024
Mentzer, Janel		Public Service Generalist/Austintown	15.99	16.39	hr	4/28/2024
Miklos, Chloe		Public Service Generalist/Austintown	15.60	15.99	hr	4/28/2024
Monroe, Marvin		Maintenance/Maintenance	19.94	20.44	hr	4/28/2024
Moore, Susan		Public Service Generalist PT/Tri-Lakes	15.99	16.39	hr	4/28/2024
Morales, Kelsey		Public Service Generalist/Boardman	16.81	17.23	hr	4/28/2024
Mrofchak, Mark		Chief Financial Officer/Admin	100,380.96	104,241.77	yr	4/28/2024
Munroe, Karen		Public Service Generalist PT/Springfield	18.63	19.10	hr	4/28/2024
Novak, Brigid		Collection Access Manager/Admin	81,396.87	84,527.52	yr	4/28/2024
Oleary, Kimberley		Public Service Generalist II/Springfield	18.99	19.46	hr	4/28/2024
Owens, Robert		Maintenance Chief/Maintenance	21.98	22.53	hr	4/28/2024
Parsons, Maurica		Public Service Generalist I/Poland	19.94	20.44	hr	4/28/2024
Peck, Vikki		Librarian 1/Poland	23.88	24.48	hr	3/31/2024
Pennington, Jene		Public Service Generalist II/Com Engagement	17.53	17.97	hr	4/28/2024
Phemester, Erin		Chief Experience Officer/Admin	103,659.00	107,645.88	yr	4/28/2024

Placko, Tina	Public Service Gen I/TCC Main	Public Service Lead II/TCC Main	19.73	22.62	hr	3/18/2024
Placko, Tina		Public Service Lead II/TCC Main	22.62	23.19	hr	4/28/2024
Platt, Lindsay		Librarian 7 Supervisor/Michael Kusalaba	30.47	31.23	hr	3/31/2024
Policy, Romie		Librarian 3/Technical Services	29.51	30.25	hr	3/31/2024
Posey, Sean		Librarian 1 PT/Austintown	22.18	22.73	hr	3/31/2024
Puccini, Michele		Public Service Generalist PT/Austintown	16.49	16.90	hr	4/28/2024
Pugh, Julie		Librarian 1/Michael Kusalaba	22.73	23.30	hr	3/31/2024
Puhalla, Nicole	Librarian 5/ Supervisor Boardman	Librarian 6 Supervisor /Boardman	27.63	29.01	hr	2/5/2024
Puhalla, Nicole		Librarian 6 Supervisor/Boardman	29.01	29.74	hr	3/31/2024
Ramdin-Repasky, Elizabeth		Chief Human Resource Officer/Admin	99,354.12	103,175.43	yr	4/28/2024
Rose, Matthew		Librarian 3/SPS Main	24.46	25.07	hr	3/31/2024
Rosenthal, Lisa		Librarian 1 PT/Family Engagement Main	22.73	23.30	hr	3/31/2024
Roman, Danielle		Public Service Generalist/Newport	15.99	16.39	hr	4/28/2024
Rush, Elizabeth		Librarian 1/Poland	22.73	23.30	hr	3/31/2024
Santullo, Shelby		Librarian 1/Poland	22.73	23.30	hr	3/31/2024
Sargent, Andrea	Material Handler/Tech Service	Public Service Generalist I/MK	15.00	15.60	hr	4/8/2024
Schaeffer, Laura		ILS Administrator/Admin	66,525.97	69,084.66	yr	4/28/2024
Schneider, Samantha		Librarian 3/Family Engagement Main	28.02	28.72	hr	3/31/2024
Seals, Delisa		Public Service Generalist II/Sebring	17.54	17.98	hr	4/28/2024
Sebest, Caitlin		Librarian 1/Family Engagement Main	22.73	23.30	hr	3/31/2024
Secrest, Heather		Public Service Generalist/Springfield	17.26	17.69	hr	4/28/2024
Shannon, Lily		Librarian 1/Austintown	22.73	23.30	hr	3/31/2024
Sharp, Patricia		Librarian 1 PT/Brownlee	22.73	23.30	hr	3/31/2024
Shaw, Allie		Librarian 1 PT/Boardman	22.73	23.30	hr	3/31/2024
Sickle, Brianna		Librarian 1 PT/Boardman	22.73	23.30	hr	3/31/2024
Smith, Erin		Public Service Generalist/Poland	17.66	18.10	hr	4/28/2024
Smith, Jena		Public Service Generalist/Newport	15.99	16.39	hr	4/28/2024
Snyder, Jennifer		Public Service Generalist PT/Canfield	18.66	19.13	hr	4/28/2024
Spencer, Amy		Culinary Arts Cred Spec/Fam Engage MN	21.66	22.20	hr	3/31/2024
Spencer, Amy	Cul Arts Cred Spec/Fam Engage MN	Culinary Literacy Director/Admin	22.20	61,000.00	yr	5/13/2024
Stanford, Tia		Public Service Gneralist II/SPS Main	19.38	19.86	hr	4/28/2024
Swan, Taylor		Librarian 5 Supervisor/Newport	27.63	28.32	hr	3/31/2024
Swansiger, David		MTC Trades-Craftsperson/Maintenance	23.44	24.03	hr	4/28/2024
Taylor, David		MTC Trades-Craftsperson/Maintenance	23.44	24.03	hr	4/28/2024
Taylor, Kristy		Librarian 7 Supervisor/Com Engagement	32.54	33.35	hr	3/31/2024
Tracy, Lauren		Public Service Generalist/Core Services	16.83	17.25	hr	4/28/2024
Tucker, Mandy		Marketing Spec Graphic & Dig Design/Admin	56,291.27	58,456.32	yr	4/28/2024
Waller, John		Librarian 7 Supervisor/Core Services	35.06	35.94	hr	3/31/2024

Walls, Cheesha		Public Service Generalist/Brownlee	16.47	16.88	hr	4/28/2024
Walter, Ashleigh		Librarian 1/Austintown	22.73	23.30	hr	3/31/2024
Watson, Glenda		Public Service Generalist PT/Campbell	18.45	18.91	hr	4/28/2024
Whitehouse, Imagin		Public Service Generalist/Sebring	15.60	15.99	hr	4/28/2024
Williams, Jenna		Librarian 1/Michael Kusalaba	22.73	23.30	hr	3/31/2024
Wirtz, Cassandra		Public Service Generalist/Tri-Lakes	15.60	15.99	hr	4/28/2024
Yacavone, Cara		Librarian 1/Core Services Main	22.73	23.30	hr	3/31/2024
Young, Ashley		Librarian 3/Technical Services	27.35	28.03	hr	3/31/2024
Young, James		Social Worker/Admin	66,533.20	69,092.17	yr	4/28/2024
<u>LEAVE OF ABSENCE</u>						
Cunningham, Kathy		Public Service Generalist 1/Newport				3/13/2024
Watson, Glenda		Public Service Generalist 1 PT/Campbell				4/24/2024
<u>RETURN FROM LEAVE OF ABSENCE</u>						
Cunningham, Kathy		Public Service Generalist 1/Newport				5/13/2024
<u>RESIGNATIONS & TERMINATIONS</u>						
Kapics, Sheila	Public Service Generalist PT/MK					5/1/2024
Temnick, Monica	HR Spec/Labor & Emp Relations					2/13/2024