



WESTLAKE

Porter Public Library

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Regular Board Meeting

September 20, 2023 ♦ 6:30 p.m.

AGENDA

6:30 – 6:40 Call to Order

Minutes

- Regular Meeting: July
- Special Meeting: August 24, 2023

Communications

- Received to Date:
- Public comments (if any)
- Retirements and Awards
- Staff Members ~ new Staff member – Sarah Beebe, Outreach Specialist

6:40 – 7:30 Administrative Reports

- Amendments to Administrative Reports
- Manager's Report – Rebecca Shook, Youth Services Manager
- PR/Marketing
- Assistant Director
- Financial/HR
- Director

7:30 – 7:45 Board Reports

- Board President

7:45 – 8:10 New Business

- Motion to approve 2024 Board Meeting Dates
- Motion to approve 2024 Open/Close Dates
- Resolution 11-23: Adjustments to General Fund 101
- Resolution 12-23: Adjustments to Development Fund 410
- Resolution 10-23: Adjustments to Friends Fund 420
- Other

Executive Session: Topic

Adjournment

Upcoming Events

September 26: Flu, COVID booster, RSV shots

October 18: Regular Board Meeting



The Board of Trustees Minutes

Regular Meeting:

Date: July 19, 2023

Attendees:

Trustees

Jennifer Darling
Tianyi Krupka
Jason Nolde

Will Perry
Robert Plantz
Elizabeth Sheehe

Staff

Andrew Mangels
Jana Nassif
CJ Lynce
Heather Feenaughty
Karen Hunt

Robin Shapiro
Anne Shields

The Board met in the Board Room of Westlake Porter Public Library. Jennifer Darling called the meeting to order at 6:32 pm.

Minutes

Will Perry moved to approve the minutes from the Regular Meeting of June 21, 2023. Elizabeth Sheehe seconded the motion. All present were in favor.

Communications

The Director reported receiving a telephone call from a resident requesting procedures for having a Board member removed. The Director explained the laws outlined in the Ohio Revised Code dictate the process for removing a Board member.

Retirement

The Director read a Certificate of Gratitude for Kris Netzel who will be retiring at the end of August after 33 years of service.

Jennifer Darling commented she was sorry to see Ms. Netzel go but is very happy for her and wishes Kris all the best. Ms. Darling thanked Ms. Netzel for her service.

Public Comments

There were no public comments.

Staff Reports

Anne Shields, Circulation Assistant Manager, attended the recent ALA conference and shared her experience with a list of her favorite things about the conference.

Robin Shapiro, Technical Services Collection Development Librarian, discussed how she balances the collection for fairness and an equal amount of information on each side of an issue. She always begins with our Collection Development Policy.

Jennifer Darling thanked Ms. Shapiro for all her hard work to keep the collection fair and relevant.

Jason Nolde asked if there was anything she needed to help in her job. Ms. Shapiro responded not really. She walks the collection regularly and tries to keep current.

Kris Netzel, Robin Shapiro and Anne Shields left the meeting at 7:29 pm.

Administrative Reports

Amendment to Administrative Reports

The Director reported he has added a proposal from Bialosky Architects that he received too late for the packet.

PR/Marketing Report

The PR/Marketing Report for June was delivered with the agenda. Heather Feenaughty, PR/Marketing Manager, reported she has been focused on the Art Festival. Building Services has been a huge help with her projects.

Ms. Feenaughty is already thinking of improvements for promoting Summer Reading for next year.

Ms. Darling thanked Ms. Feenaughty for all the signage improvements.

Assistant Director's Report

The Assistant Director's Report for June was delivered with the agenda.

CJ Lynce, Assistant Director, has been preparing for the two eclipse events.

We recently hosted Key Bank Volunteers that came in to assist with sorting and digitizing the local history collection. Key Bank Volunteers have been coming for a number of years and it is wonderful to participate in their volunteer efforts.

Mr. Lynce spoke at the OLC Facilities Conference about building a makers technology space.

IT built reliable systems with wonderful documentation which was very helpful when there was a problem with Zoom while the IT Manager was on an extended vacation and Mr. Lynce was able to fix the problem.

All Cuyahoga County libraries will be participating in Cuyahoga Reads through an accelerated learning grant. The kickoff will be at the Great Lakes Science Center.

Jason Nolde asked since the volunteers through Key Bank were so successful, is there a way to offer up the opportunity to other companies as a great way to connect with the community. Mr. Lynce commented we would be happy to partner with any organization but Key Bank contacts us each year.

Financial/HR Reports

The HR and Financial Reports for June were delivered with the agenda. The Fiscal Officer thanked the Board for completing the fraud questionnaire sent by the auditors. They are wrapping up the financial audit.

Since we are halfway through the year, a detailed review of the financial statement was completed. All expenses have been budgeted for and there is nothing unexpected.

Director's Report

The Foundation is working toward a five-year financial goal. They will take over the gala fundraising event and the Friends will help.

The Rotary is donating \$1,000 to the Makerspace.

The Director informed the Board there are groups across the country booking meeting rooms on August 5, 2023 to "share books and stories focused on faith, family and patriotism" with children. We have been contacted to book a meeting room for this event and welcomed the caller to fill out a meeting room form. However, to date, they never followed up to actually book a room.

The Director met with Bialosky and received their proposal too late to include in the board packet. He suggested a special meeting in August be called to discuss just this item.

Bob Plantz moved to accept the Administrative Reports. Elizabeth Sheehe seconded the motion. All present were in favor.

Board Reports

Jennifer Darling, Board President, announced she will be leaving the Board at the end of her term in December. A vacancy will be posted and we will be recruiting for a new Board member.

Ms. Darling suggested a fall retreat on an October evening to review the personnel budget, revisions to the Board Manual and goals for the Director and Fiscal Officer.

Staff Appreciation Week begins September 18. The Board is invited to all events, most especially lunch on Tuesday and the staff picnic on Wednesday of that week.

New Business

Motion to approve ongoing Outstanding Fee Cleanup Policy and clear from the system all outstanding bills and fees incurred prior to January 1, 2017.

Will Perry moved to approve ongoing Outstanding Fee Cleanup Policy and clear from the system all outstanding bills and fees incurred prior to January 1, 2017. Bob Plantz seconded the motion.

Mr. Lynce explained this is in preparation for the migration to KOHA. Cleaning up stale items leaves a cleaner database. This will establish a routine for cleaning up the database each year by clearing out anything older than seven years each year.

Roll call vote followed: : Tianyi Krupka – yes; Jason Nolde – yes, Will Perry – yes, Bob Plantz – yes, Elizabeth Sheehe – yes, Jennifer Darling – yes.

Motion to approve a change order for the Westlake Porter Public Library Phase 1 Renovations project in the amount of -\$10,815.45.

Elizabeth Sheehe moved to approve a change order for the Westlake Porter Public Library Phase 1 Renovations project in the amount of -\$10,815.45. Will Perry seconded the motion.

The change order is a credit of \$247.25 for signs and the unused contingency and bid day savings of \$10,568.20. The contract stated any unused funds would be returned to the library.

Roll call vote followed: : Tianyi Krupka – yes; Jason Nolde – yes, Will Perry – yes, Bob Plantz – yes, Elizabeth Sheehe – yes, Jennifer Darling – yes.

Resolution 10-23: Adjustments to General Fund 101 revenue

Will Perry moved to accept Resolution 10-23: Adjustments to General Fund 101 revenue. Tianyi Krupka seconded the motion.

The Fiscal Officer explained this will update the budget to more accurately reflect the PLF estimate based on the new State budget, in addition to increasing the amount of interest income and income from passports expected this year.

Roll call vote followed: : Tianyi Krupka – yes; Jason Nolde – yes, Will Perry – yes, Bob Plantz – yes, Elizabeth Sheehe – yes, Jennifer Darling – yes.

Executive Session – Personnel Issue

Jason Nolde moved to go into Executive Session to discuss a personnel issue at 9:41 pm. Will Perry seconded the motion. Roll call vote followed: : Tianyi Krupka – yes; Jason Nolde – yes, Will Perry – yes, Bob Plantz – yes, Elizabeth Sheehe – yes, Jennifer Darling – yes.

Elizabeth Sheehe moved to leave Executive Session at 9:51 pm. Tianyi Krupka seconded the motion. Roll call vote followed: Tianyi Krupka – yes; Jason Nolde – yes, Will Perry – yes, Bob Plantz – yes, Elizabeth Sheehe – yes, Jennifer Darling – yes.

Adjourn

The meeting adjourned at 9:52 pm.

Recorded by: Karen Hunt, WPPL Sr. Administrative Associate

Attested by:

Jennifer Darling, WPPL Board President

Tianyi Krupka, WPPL Board Secretary



The Board of Trustees Minutes

Special Meeting

Date: August 24, 2023

Attendees:

Trustees

Jennifer Darling
Dan Keenan
Tianyi Krupka
Jason Nolde

Will Perry
Robert Plantz
Elizabeth Sheehe

Staff

Andrew Mangels
Jana Nassif
CJ Lynce
Karen Hunt

The Board met in the Board Room of Westlake Porter Public Library. Jennifer Darling called the meeting to order at 9:03 am.

Board Reports

We are advertising to fill two trustee vacancy positions. One for a full seven year term and one to fill an unexpired term that will begin immediately after being approved by the School Board and end in 2026. To date there have been two applications submitted and we will continue to advertise.

New Business

Motion to approve the Bialosky Proposal for Phase II of the Space Planning Project
Will Perry moved to use Bialosky as the architect of record based on space planning done at 10.5% for Part 1 and approving a fixed fee of \$23,500. Bob Plantz seconded the motion.

The Director explained he would ask for a clarification of fees for Part I. The fee for Part II is 10.5%. It will be a percentage of the final budget.

The second floor will be designed by Bialosky but the work will largely be completed in house.

The current AMH (automatic material handler) equipment is twelve years old. The new plan will make the process more efficient and we will be able to handle more things with fewer touches.

Jason Nolde asked if Regency will be included in the plan. The Director explained assuming we will hire Regency again to complete an estimate but should we have a Construction Manager at Risk? This project is smaller than Phase I. We are struggling to finish up prior projects with Regency. It might be possible to hire an owner's rep to oversee the project and help walk us through.

Jason Nolde commented the cost estimate should be a part of the 10.5% and part of the proposal.

Roll call vote followed: Tianyi Krupka – yes; Jason Nolde – yes, Will Perry – yes, Bob Plantz – yes, Elizabeth Sheehe – yes, Jennifer Darling – yes.

Adjourn

The meeting adjourned at 10:02 am.

Recorded by: Karen Hunt, WPPL Sr. Administrative Associate

Attested by:

Jennifer Darling, WPPL Board President

Tianyi Krupka, WPPL Board Secretary

August 14, 2023

Mr. Andrew Mangels, Mrs. Jana Nassif, and Westlake Porter Library Trustees,

Thank you for seeing that Westlake Porter Library is a place for every person to connect, learn, and grow. In doing so, you help ensure the opportunity for all to contribute to personal and community success and fulfillment. I am grateful to have experienced being a part of the work and especially seeing you in action firsthand as a citizen and, for a brief time, a colleague. I genuinely admire each of your individual efforts and how you are committed to merging your diverse perspectives to establish consensus for the betterment of the library and to serve all citizens.

I appreciate your patience and willingness to give me space through a leave of absence since May as I work through personal matters. Thank you for being so supportive through this time; it has meant a lot to me and my family. However, I fully understand that while advancing the library through your excellent work continues, doing so involves significant problem-solving, and the prolonged absence of a trustee adds a burden to your efforts. For this reason, I am stepping down as a Westlake Porter Library Trustee effective immediately so that you can select another Trustee to sit at the table.

I fully intend to continue supporting the library as a community member. Thank you again for supporting my leave and *all you do* in your formal and informal roles to make Westlake and Porter Library the absolute best.

With Sincerest Gratitude,

Daniel J. Keenan, Jr.

Daniel J. Keenan, Jr.

July 2023

Programs Personnel Payroll Summ Top

I. INFORMATION AND MATERIALS TRANSACTIONS

MONTHLY CIRCULATION, 2019 - PRESENT						
	2019	2020	2021	2022	2023	%INC/DEC
January	93,535	84,831	56,030	70,245	70,931	1%
February	86,270	82,628	60,747	65,239	66,714	2%
March	94,915	132,033	71,034	69,915	74,701	7%
April	88,640	14,077	66,482	71,134	69,906	-2%
May	87,017	88,410	65,203	66,320	68,705	4%
June	91,687	64,178	75,635	71,367	73,439	3%
July	95,176	77,533	74,130	74,532	74,923	1%
August	91,751	80,131	75,280	75,223		
September	84,735	70,697	67,307	66,792		
October	87,234	74,216	69,976	68,636		
November	83,056	65,662	67,226	67,403		
December	81,575	54,981	68,969	66,910		
ANN'L TTL	1,065,591	889,377	818,019	833,716	499,319	2%
AVE CIRC/MO	88,799	74,115	68,168	69,476	71,331	3%

Circulation Total

TOTAL CIRCULATION							
		ADULT	YA	JUV	TOTAL	LAST YR	%INC/DEC
BOOKS	FICTION	10,072	1,814	14,875	26,761	27,588	-3%
	NONFIC	7,754	254	4,793	12,801	12,892	-1%
	LG PRINT	1,991	--	--	1,991	2,103	-5%
	WORLD LANGUAGES	40	--	56	96	--	---
AV	SUBTTL	19,857	2,068	19,724	41,649	42,583	-2%
	BLURAY	1,591	--	317	1,908	1,872	2%
	BLURAY 4K	99	--	7	106	73	45%
	BOOK CD	789	5	89	883	984	-10%
	DVD	6,933	--	2,218	9,151	10,520	-13%
	DVD/CD-ROM	--	--	--	--	2	-100%
	LAUNCHPAD	--	--	103	103	106	-3%
	LAUNCHPAD View	--	--	16	16	10	60%
	MUSIC CD	2,013	--	109	2,122	2,413	-12%
	PLAY/VIEW	--	--	16	16	38	-58%
	PLAYAWAY	264	6	142	412	511	-19%
	ROKU	3	--	--	3	10	-70%
	VIDEO GAMES	558	--	1,446	2,004	1,753	14%
	OTHER	--	--	257	257	211	22%
	SUBTTL	12,250	11	4,720	16,981	18,503	-8%
ELECTRONIC	Comics Plus	40	--	--	40	40	0%
	Flipster	245	--	--	245	331	-26%
	Great Courses	--	--	--	--	2	-100%
	HOOPLA/Comics	226	--	--	226	215	5%
	HOOPLA/eAudio	1,459	--	--	1,459	1,301	12%
	HOOPLA/Bingepass	32	--	--	32	21	52%
	HOOPLA/eBooks	892	--	--	892	803	11%
	HOOPLA/Flex	51	--	--	51	--	---
	HOOPLA/Music	244	--	--	244	194	26%
	HOOPLA/MOVIE/TV	662	--	--	662	639	4%
	IndieFlix	--	--	--	--	1	-100%
	KANOPY	517	--	--	517	501	3%
	OVD/DAB	2,583	227	201	3,011	2,124	42%
	OVD/EBOOK	4,107	360	536	5,003	3,625	38%
	OVD/Magazines	644	--	--	644	352	83%
NON-TRADITIONAL	Press Reader	546	--	--	546	340	61%
	QELLO	1	--	--	1	2	-50%
	--	--	--	--	--	--	---
	--	--	--	--	--	--	---
	SUBTTL	12,249	587	737	13,573	10,491	29%
	INSTRUMENT	4	--	5	9	18	-50%
	GAMES	29	--	166	195	212	-8%
	EQUIPMENT	42	--	--	42	34	24%
	--	75	0	171	246	264	0%
	PER	1,169	14	153	1,336	1,500	-11%
	LAPTOPS	39	--	--	39	55	-29%
	WiFi Hotspots	61	--	--	61	72	-15%
	EQUIPMT	6	--	--	6	3	100%
	OTHER	--	--	--	--	--	---
	SUBTTL	1,275	14	153	1,442	1,630	-12%
ILL	SRCHOIO	920	--	--	920	880	5%
	ILL	103	--	--	103	92	12%
	CPL LANG	--	--	--	--	--	---
Quarantine Renewal	SUBTTL	1,023	0	0	1,023	972	5%
	Quarantine Renewal	0	0	0	0	0	0%
	UNACCOUNTED	--	--	--	9	89	0%
TOTAL		46,729	2,680	25,505	74,923	74,532	1%
SELF CHECK					23,568	24,086	-2%
SELF CHECK Percentage of Total Circ							
SELF CHECK Percentage of Bldg Circ							

*Unaccounted is high due to a reconfiguration in SIRSI of selfcheck numbers

Unaccounted is high because of the way we are filtering to get granular stats from five different angles. Some transactions are missing exact data and then the report rejects them and they become unaccounted.

CIRCULATION DETAIL			
DATE	CIRC	HRS OPEN	CIRC/HR
HIGHEST July 5	3,372	12	281
LOWEST July 30	1,014	4	254
BUSIEST July 16	1,414	4	354
SELF-CHECK CIRCULATION TOTAL =		23,568	
TOTAL CHECK-INS THIS MONTH =		36,739	

Highest: Wednesday, July 5

Lowest: Sunday, July 30

Busiest: Sunday, July 16

SEARCH OH/OH LINK	
Borrowing (From)	711
Lending (To)	1,212

Services	
Passports	111
Photos	136

ITEMS ADDED TO & WEEDED FROM COLLECTION THIS MONTH			
	PREV NET	NEW NET	% TOTAL
ADULT	119,831	120,123	65.61%
YOUNG ADULT	7,979	7,935	4.33%
JUVENILE	55,327	55,034	30.06%
TOTAL ITEMS	183,137	183,092	

CURRENT COLLECTION SIZE BY FORMAT		
	ITEMS	% TOTAL
BOOKS	108,380	59.19%
AV	54,423	29.72%
ELECTRONIC	19,705	10.76%
OTHER	584	0.32%
TOTAL	183,092	

REGISTRATIONS						
	ADULT	YA	JUV	TOTAL	% OF TTL	
DEPT'L	60	0	0	60	0%	
WESTLAKE	10,632	422	1,309	12,363	49%	
CUY. CO.	7,710	0	225	7,935	31%	
OUT OF CO.	4,745	76	163	4,984	20%	
TOTAL	23,147	498	1,697	25,342	←	
% OF TTL	91%	2%	7%			
REGISTRATIONS ADDED THIS MONTH =				219		
REGISTRATIONS THIS YR VS. LAST YR.						
Prev Year	22,629	665	1,330	24,624		
% INC/DEC	2%	-25%	28%	3%		

Borrowers

ELECTRONIC USAGE: SUMMARY TABLE		
	USERS	HOURS
ON-SITE	9,528	15,173.6
REMOTE	10,694	0.0
TOTAL	20,222	15,173.6

Total Electronic usage includes OPLIN Resource usage figures, which are not broken down to On-Site & Remote usage statistics.

II. PROGRAMS & SERVICES

TOTAL VISITORS THIS MONTH			
	THIS YEAR	LAST YEAR	INC/DEC
LIBRARY	21,024	19,557	8%
ARTFEST DOOR	0	0	
DRIVE-UP	2,042	2,445	-16%
TOTAL	23,066	22,002	5%

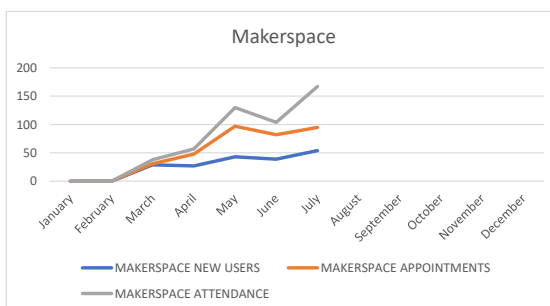
PUBLIC MEETING ROOM USE				
TIME PERIOD	MORNING	AFTERNOON	EVENING	TOTAL
AVAILABLE	125	150	80	355
MEETINGS	32	31	25	88
% IN USE	26%	21%	31%	25%
TOTAL MEETING ROOM ATTENDANCE	1,800			

Monthly Visits 2019 to Present						
	2019	2020	2021	2022	2023	%INC/DEC
January	24,201	29,551	10,052	17,886	22,903	28%
February	20,779	29,374	11,816	16,773	20,945	25%
March	22,798	13,218	14,237	20,687	24,327	18%
April	29,498	0	12,949	19,530	20,694	6%
May	29,809	4,350	13,745	19,694	22,738	15%
June	29,082	10,419	17,452	22,054	23,355	6%
July	31,222	15,330	19,448	22,002	23,066	5%
August	28,093	15,287	19,168	21,829		
September	27,566	12,218	17,726	20,062		
October	30,464	13,994	19,959	21,776		
November	27,695	10,387	17,707	20,025		
December	25,214	7,744	19,045	18,952		
ANN'L TTL	326,420	161,872	193,304	241,270	158,028	14%
Ave Visits/MO	27,202	13,489	16,109	20,106	22,575	12%

REFERENCE SAMPLING		
	FROM	TO
SAMPLING DATE(S)	7/10/2023	7/16/2023
DAY(S) OF WEEK	Monday	Sunday
HOURS OPEN		70
TOTAL QUESTIONS		24
QUESTIONS/HOUR		

PUBLIC PROGRAMS			
	NUMBER	ATTEND	Ave ATT.
ON-SITE	86	2,853	33
OFF-SITE	14	300	21

MAKERSPACE			
	NEW USERS	APPOINTMENTS	ATTENDANCE
January	0	0	0
February	0	0	0
March	29	31	38
April	27	48	57
May	43	97	130
June	39	82	104
July	54	95	167
August			
September			
October			
November			
December			
ANN'L TTL	192	353	496
Ave Visits/MO	27	50	71



III. SUPPORT AND ADMINISTRATIVE STATISTICS

PERSONNEL CHANGES THIS MONTH			
HIRED			
NAME	POSITION	HOURS	DATE
0 Employee(s)		0.00 FTE	
RESIGNED			
NAME	POSITION	HOURS	DATE
0 Employee(s)		0.00 FTE	
TRANSFERRED			
NAME	FROM POSITION	HOURS	TO POSITION
0 Employee(s)			

PAYROLL SUMMARY	
PAYROLLS THIS MONTH:	2
TOTAL PAID HOURS	9,562.00
FTE (INCL. SUB HRS)	59.76

July 2023

	LAST YEAR	CURRENT YR	% CHANGE
July	74,532	74,923	1%
E-Resources	10,491	13,573	29%
Circ to Date	488,752	499,319	2%

% OF CIRC						
BluRay	BOOKS	CDs	DVD	MAGAZINES	VIDEO GAMES	
3%	56%	3%	12%	2%	3%	

Monthly Visits

LAST YEAR	CURRENT YR
22,002	23,066

MONTHLY CARDHOLDERS

LAST YEAR	CURRENT YR
24,624	25,342

MAKERSPACE

NEW USERS	APPOINTMENTS	ATTENDANCE
54	95	167

Monthly Programming

	LAST YEAR		CURRENT YR	
	PROGRAMS	ATTENDANCE	PROGRAMS	ATTENDANCE
ADULT	34	816	35	827
YA	8	196	8	188
CHILDREN	55	1,079	57	2,138

Monthly Outreach

LAST YEAR		CURRENT YR	
DELIVERIES	TOTAL CIRC	DELIVERIES	TOTAL CIRC
27	717	23	635

Monthly Meeting Room Usage

CURRENT YEAR				
	MORNING	AFTERNOON	EVENING	TOTAL
MEETINGS	32	31	25	88
ATTENDANCE	586	662	552	1,800
LAST YEAR				
MEETINGS	31	33	26	90
ATTENDANCE	487	427	373	1287

MONTHLY OHIO LINK/SEARCH OH

	LAST YEAR		CURRENT YR	
	FILLED	CHECKED OUT	FILLED	CHECKED OUT
BORROWING (From):	655	616	711	676

	LAST YEAR	CURRENT YEAR
LENDING (To):	1,079	1,212

I. INFORMATION AND MATERIALS TRANSACTIONS

MONTHLY CIRCULATION, 2019 - PRESENT						
	2019	2020	2021	2022	2023	%INC/DEC
January	93,535	84,831	56,030	70,245	70,931	1%
February	86,270	82,628	60,747	65,239	66,714	2%
March	94,915	132,033	71,034	69,915	74,701	7%
April	88,640	14,077	66,482	71,134	69,906	-2%
May	87,017	88,410	65,203	66,320	68,705	4%
June	91,687	64,178	75,635	71,367	73,439	3%
July	95,176	77,533	74,130	74,532	74,923	1%
August	91,751	80,131	75,280	75,223	60,780	-19%
September	84,735	70,697	67,307	66,792		
October	87,234	74,216	69,976	68,636		
November	83,056	65,662	67,226	67,403		
December	81,575	54,981	68,969	66,910		
ANN'L TTL	1,065,591	889,377	818,019	833,716	560,099	-1%
AVE CIRC/MO	88,799	74,115	68,168	69,476	70,012	1%

Circulation Total

TOTAL CIRCULATION							
		ADULT	YA	JUV	TOTAL	LAST YR	%INC/DEC
BOOKS	FICTION	10,039	1,488	14,885	26,412	27,610	-4%
	NONFIC	7,855	264	4,362	12,481	12,897	-3%
	LG PRINT	2,095	--	--	2,095	2,161	-3%
	WORLD LANGUAGES	31	--	63	94	--	---
AV	SUBTTTL	20,020	1,752	19,310	41,082	42,668	-4%
	BLURAY	1,624	--	336	1,960	2,002	-2%
	BLURAY 4K	93	--	7	100	97	3%
	BOOK CD	689	1	64	754	1,009	-25%
	DVD	7,031	--	1,955	8,986	10,383	-13%
	DVD/CD-ROM	--	--	--	--	--	---
	LAUNCHPAD	--	--	87	87	90	-3%
	LAUNCHPAD View	--	--	7	7	8	-13%
	MUSIC CD	1,907	--	125	2,032	2,791	-27%
	PLAY/VIEW	--	--	13	13	27	-52%
	PLAYAWAY	328	9	115	452	479	-6%
	ROKU	1	--	--	1	5	-80%
	VIDEO GAMES	476	--	1,381	1,857	1,853	0%
	OTHER	--	--	291	291	291	0%
	SUBTTTL	12,149	10	4,381	16,540	19,035	-13%
ELECTRONIC	Comics Plus	9	--	--	9	21	-57%
	Flipster	277	--	--	277	320	-13%
	Great Courses	7	--	--	7	1	600%
	HOOPLA/Comics	201	--	--	201	168	20%
	HOOPLA/eAudio	1,591	--	--	1,591	1,341	19%
	HOOPLA/Bingepass	45	--	--	45	14	221%
	HOOPLA/eBooks	836	--	--	836	733	14%
	HOOPLA/Flex	26	--	--	26	--	---
	HOOPLA/Music	256	--	--	256	242	6%
	HOOPLA/MOVIE/TV	606	--	--	606	693	-13%
	IndieFlix	1	--	--	1	1	0%
	KANOPY	444	--	--	444	453	-2%
	OVD/DAB	2,640	221	206	3,067	2,392	28%
	OVD/EBOOK	3,948	--	437	4,385	3,658	20%
	OVD/Magazines	421	--	--	421	367	15%
NON-TRADITIONAL	Press Reader	329	--	--	329	241	37%
	QELLO	2	--	--	2	1	100%
	--	--	--	--	--	--	---
	--	--	--	--	--	--	---
	SUBTTTL	11,639	221	643	12,503	10,646	17%
OTHER	INSTRUMENT	3	--	8	11	11	0%
	GAMES	24	--	155	179	232	-23%
	EQUIPMENT	30	--	--	30	30	0%
	--	57	0	163	220	273	0%
	PER	1,341	12	191	1,544	1,438	7%
	LAPTOPS	115	--	--	115	45	156%
	WiFi Hotspots	67	--	--	67	87	-23%
	EQUIPMT	8	--	5	13	3	333%
	OTHER	--	--	--	--	--	---
	SUBTTTL	1,531	12	196	1,739	1,573	11%
ILL	SRCHOIO	1,086	--	--	1,086	854	27%
	ILL	106	--	--	106	83	28%
	CPL LANG	--	--	--	--	--	---
	SUBTTTL	1,192	0	0	1,192	937	27%
Quarantine Renewal		0	0	0	0	0	0%
UNACCOUNTED		--	--	--	-12,496	91	0%
TOTAL		46,588	1,995	24,693	60,780	75,223	-19%
SELF CHECK					22,947	23,261	-1%
SELF CHECK Percentage of Total Circ					38%		0%
SELF CHECK Percentage of Bldg Circ					72%		0%

*Unaccounted is high due to a reconfiguration in SIRSI of selfcheck numbers

Unaccounted may be high because of the way we are filtering to get granular stats from five different angles. Some transactions are missing exact data and then the report rejects them and they become unaccounted.

CIRCULATION DETAIL			
DATE	CIRC	HRS OPEN	CIRC/HR
HIGHEST August 14	2,623	12	219
LOWEST August 20	1,084	4	271
BUSIEST August 27	1,361	4	340
SELF-CHECK CIRCULATION TOTAL =		22,947	
TOTAL CHECK-INS THIS MONTH =		36,592	

Highest: Monday, August 14

Lowest: Sunday, August 20

Busiest: Sunday, August 27

SEARCH OH/OH LINK	
Borrowing (From)	881
Lending (To)	1,179

Services	
Passports	118
Photos	137

ITEMS ADDED TO & WEEDED FROM COLLECTION THIS MONTH			
	PREV NET	NEW NET	% TOTAL
ADULT	120,123	120,096	65.57%
YOUNG ADULT	7,935	8,023	4.38%
JUVENILE	55,034	55,024	30.04%
TOTAL ITEMS	183,092	183,143	

CURRENT COLLECTION SIZE BY FORMAT		
	ITEMS	% TOTAL
BOOKS	108,514	59.25%
AV	54,312	29.66%
ELECTRONIC	19,731	10.77%
OTHER	586	0.32%
TOTAL	183,143	

REGISTRATIONS						
	ADULT	YA	JUV	TOTAL	% OF TTL	
DEPT'L	178	0	0	178	1%	
WESTLAKE	10,446	422	1,337	12,205	48%	
CUY. CO.	7,583	128	224	7,935	31%	
OUT OF CO.	4,637	78	160	4,875	19%	
TOTAL	22,844	628	1,721	25,193	←	
% OF TTL	91%	2%	7%			
REGISTRATIONS ADDED THIS MONTH =				379		
REGISTRATIONS THIS YR VS. LAST YR.						
Prev Year	22,744	796	1,408	24,948		
% INC/DEC	0%	-21%	22%	1%		

Borrowers

ELECTRONIC USAGE: SUMMARY TABLE		
	USERS	HOURS
ON-SITE	9,895	16,469.1
REMOTE	10,164	0.0
TOTAL	20,059	16,469.1

Total Electronic usage includes OPLIN Resource usage figures, which are not broken down to On-Site & Remote usage statistics.

II. PROGRAMS & SERVICES

TOTAL VISITORS THIS MONTH			
	THIS YEAR	LAST YEAR	INC/DEC
LIBRARY	19,848	19,375	2%
ARTFEST DOOR	0	0	
DRIVE-UP	2,612	2,454	6%
TOTAL	22,460	21,829	3%

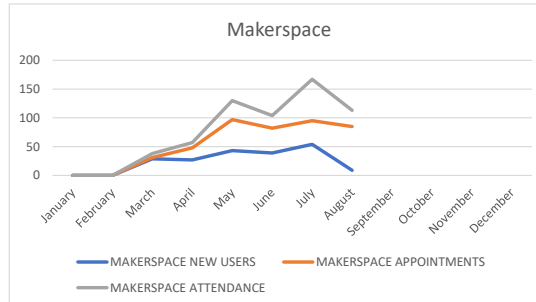
PUBLIC MEETING ROOM USE				
TIME PERIOD	MORNING	AFTERNOON	EVENING	TOTAL
AVAILABLE	135	155	95	385
MEETINGS	41	33	25	99
% IN USE	30%	21%	26%	26%
TOTAL MEETING ROOM ATTENDANCE	1,555			

Monthly Visits 2019 to Present						
	2019	2020	2021	2022	2023	%INC/DEC
January	24,201	29,551	10,052	17,886	22,903	28%
February	20,779	29,374	11,816	16,773	20,945	25%
March	22,798	13,218	14,237	20,687	24,327	18%
April	29,498	0	12,949	19,530	20,694	6%
May	29,809	4,350	13,745	19,694	22,738	15%
June	29,082	10,419	17,452	22,054	23,355	6%
July	31,222	15,330	19,448	22,002	23,066	5%
August	28,093	15,287	19,168	21,829	22,460	3%
September	27,566	12,218	17,726	20,062		
October	30,464	13,994	19,959	21,776		
November	27,695	10,387	17,707	20,025		
December	25,214	7,744	19,045	18,952		
ANN'L TTL	326,420	161,872	193,304	241,270	180,488	12%
Ave Visits/MO	27,202	13,489	16,109	20,106	22,561	12%

REFERENCE SAMPLING		
	FROM	TO
SAMPLING DATE(S)		
DAY(S) OF WEEK		
HOURS OPEN		
TOTAL QUESTIONS		
QUESTIONS/HOUR		

PUBLIC PROGRAMS			
	NUMBER	ATTEND	Ave ATT.
ON-SITE	46	988	21
OFF-SITE	16	1,065	67

MAKERSPACE			
	NEW USERS	APPOINTMENTS	ATTENDANCE
January	0	0	0
February	0	0	0
March	29	31	38
April	27	48	57
May	43	97	130
June	39	82	104
July	54	95	167
August	9	85	113
September			
October			
November			
December			
ANN'L TTL	201	438	609
Ave Visits/MO	25	55	76



III. SUPPORT AND ADMINISTRATIVE STATISTICS

PERSONNEL CHANGES THIS MONTH				
HIRED				
NAME	POSITION	HOURS	DATE	
Sarah Beebe	Outreach Facilitator	40	Aug 14	
1 Employee(s)		1.00 FTE		
RESIGNED				
NAME	POSITION	HOURS	DATE	
Pina Vondruska	Circulation Sr. Asst. II	24	Aug 17	
Kris Netzel	Outreach Facilitator	40	Aug 30	
2 Employee(s)		1.60 FTE		
TRANSFERRED				
NAME	FROM POSITION	HOURS	TO POSITION	
0 Employee(s)				

PAYROLL SUMMARY	
PAYROLLS THIS MONTH:	2
TOTAL PAID HOURS	9,607.09
FTE (INCL. SUB HRS)	60.04

August 2023

	LAST YEAR	CURRENT YR	% CHANGE
August	75,223	74,923	0%
E-Resources	10,646	13,573	27%
Circ to Date	563,975	499,319	-11%

% OF CIRC						
BluRay	BOOKS	CDs	DVD	MAGAZINES	VIDEO GAMES	
3%	56%	3%	12%	2%	3%	

Monthly Visits

LAST YEAR	CURRENT YR
21,829	23,066

MONTHLY CARDHOLDERS

LAST YEAR	CURRENT YR
24,948	25,342

MAKERSPACE

NEW USERS	APPOINTMENTS	ATTENDANCE
9	85	113

Monthly Programming

	LAST YEAR		CURRENT YR	
	PROGRAMS	ATTENDANCE	PROGRAMS	ATTENDANCE
ADULT	42	1,040	35	827
YA	4	175	8	188
CHILDREN	24	1,685	57	2,138

Monthly Outreach

LAST YEAR		CURRENT YR	
DELIVERIES	TOTAL CIRC	DELIVERIES	TOTAL CIRC
27	769	23	635

Monthly Meeting Room Usage

CURRENT YEAR				
	MORNING	AFTERNOON	EVENING	TOTAL
MEETINGS	32	31	25	88
ATTENDANCE	586	662	552	1,800
LAST YEAR				
MEETINGS	31	22	41	94
ATTENDANCE	492	367	679	1538

MONTHLY OHIO LINK/SEARCH OH


	LAST YEAR		CURRENT YR	
	FILLED	CHECKED OUT	FILLED	CHECKED OUT
BORROWING (From):	885	857	711	676


	LAST YEAR	CURRENT YEAR
LENDING (To):	1,320	1,212

Social Media and PR Dashboard

	Page Reach	Page Visits	New Page Likes
Jan	10,903	528	12
Feb	9,321	823	2
Mar	13,793	912	13
Apr	11,778	1,033	9
May	10,269	1,358	14
Jun	25,556	1,727	7
Jul	83,722	1,657	12
Aug	45,262	1,224	10
Sep			
Oct			
Nov			
Dec			
Reach - The number of people who had any content from our Page or about our Page enter their screen.			

	Reach	Profile Visits	New Followers
Jan	1,029	127	15
Feb	844	111	9
Mar	1,069	103	13
Apr	2,594	156	21
May	1,892	153	17
Jun	850	142	12
Jul	928	144	12
Aug	699	142	14
Sep			
Oct			
Nov			
Dec			
Reach - The number of people who had any content from our profile or about our profile enter their screen.			

	Followers	Impressions	Tweets
Jan	1,675	3,956	17
Feb	1,677	15,158	32
Mar	1,671	3,699	31
Apr	1,660	3,005	30
May	1,660	3,417	14
Jun	1,660	3,225	23
Jul	1,658	2,427	17
Aug	1,656	2,232	22
Sep			
Oct			
Nov			
Dec			
Twitter Impressions are any time a Twitter user sees one of your tweets in their feed.			

	Page Views	Sessions	Users	New Visitors	Return Visitors
Jan	46,135	27,578	13,333	41.9%	58.1%
Feb	40,343	23,838	11,439	40.6%	59.4%
Mar	45,074	27,190	12,662	39.8%	60.2%
Apr	38,220	23,129	10,795	39.3%	60.7%
May	42,515	25,470	12,186	40.9%	59.1%
Jun	43,998	26,462	13,024	42.4%	57.6%
Jul	41,305	25,913	13,054	43.5%	56.5%
Aug	49,055	31,401	15,251	81.6%	18.4%
Sep					
Oct					
Nov					
Dec					

Mission Moment

The Tuesday after Labor Day statistically has the largest amount of books in the book drop room since the library is closed for two consecutive days. I posted a picture of the book drop on social media and it received a lot of interactions with patrons who were interested in a behind-the-scenes look at our book drop. The comments ranged from excitement from seeing a hold, to disappointment in learning books do not fall on a pillow to be cradled by librarians.

Projects

In the News:

- Elaine wrote a press releases announcing a Trustee Opening for the 2024-30 term, our Clean Audit, and Community Welcome Fair
- Coordinated interview with Jana and Cleveland.com reporter to discuss our clean audit.

PR inside and outside the library

- Created and supported signage and print needs for the annual Art Festival
- In celebration of National Library Card Sign-Up Month—posted a 25' banner across Hilliard Blvd to promote National Library Card Sign Up Month, created a circulation display showcasing the prizes, special slides were embedded in our slideshow ("10 ways to use your library card")
- New signage for Book Nook's media room
- Updated Code of Conduct pamphlet for patrons to reflect current policies.
- Helped create invitations and tickets for the 9/11 film project in partnership with AMC theaters and Rocky River Public Library
- New pole banner for outside the library-'Record at your library' which features one of our patrons using the whisper room. The image was also used for the Oct/Nov Notes cover.
- Collaborated with building services in choosing interchangeable frames for READ posters. The goal is to add a classier look while allowing posters to be easily switched.
- Assisted with the Community Welcome Fair and marketing needs to include poster, signage, and handouts. A large map was created for the lobby for patrons to put a sticker on the country of their heritage. This map is reusable and stickers will be removed after each event.

Community, Ads and Sponsorships

- Ad ran in *Observer*, *Villager* and *Westife* the promoting National Library Card Sign Up Month
- Attended award ceremony for 3rd place award for Westlake in Bloom
- Created large banner and handouts for the Westlake Recreation Center's Sept 16 run. These opportunities were included as part of the sponsorship agreement.
- Committed \$500 to the Westlake Elementary School PTA to become a sponsor for their annual Fun Run fundraiser that promotes early literacy as well as classroom activities/needs.

- Committed to the Westlake Recreation Center's annual scarecrow contest and sent a call out to staff to join the Scarecrow Squad to create this year's submission.

Web

- Created submission form for staff for the DEI page in BTS
- Assisted with scheduling and formatting blog posts for [STEAM Week 2023](#).
- Updated instances mentioning SearchOhio and OhioLINK fines on the [website](#).
- Created features and other promotions for the [Trustee Opening](#) and the Westlake-Bay Village Rotary Art Festival.
- Created a page on BTS for [Koha ILS Migration](#) information and added a first news post of an introductory video.

Print:

- 600 Community Welcome Fair bookmarks printed. 150 went to the Community 5k as part of our sponsorship and the others were give out on the floor and inside holds.

Email

- Sent a World at War forum email for Sept 5's program. 87 sends, 57 opens (66%), 10 clicks

Digital Marketing Stats:

Email Blasts: 4 emails in July – Avg 45.25% open rate (increased 2.05% from June)

4 emails in August – Avg 44.5% open rate (decreased 0.75% from July)

New Book Emails: 5 emails in July– Avg 54.5% open rate (increased 0.5% from July)

4 emails in August– Avg 53.6% open rate (decreased 0.9% from July)

Social stats for the month of August

- **Facebook:** 4578 page likes
- **Twitter:** 1657 followers, 2.2k impressions
- **Instagram:** 1240 followers

Website Stats for July:

- Number of sessions: 25,913
 - Number of users: 13,054
 - Average session: 1:31
- Top 5 pages
1. Home Page: 23,556
 2. Events: 2,051
 3. Download-Stream: 1,490
 4. Databases: 703
 5. Kidspage: 689

Website Stats for August:

- Number of sessions: 25,544
 - Number of users: 12,845
 - Average session: 1:41
- Top 5 pages
1. Home Page: 23,866
 2. Events: 2,053
 3. Download-Stream: 1,572
 4. Databases/Kidspage: 746
 5. WPPLjobs: 736

Summer Reading Club

Summer Library Challenge has finished on August 1! The team has been doing an outstanding job helping lead their colleagues through the summer reading process including registering patrons for the program, handing out prizes and answering questions. The numbers as of 8/2, with a final update on August 16 are:

Age Group	Total Registered	Halfway Reached	Finished
Baby/Toddler/Preschool	189	115	100
Grades K-6	600	357	284
Grades 7-12	155	79	63
Adults	291	137	97
Totals	1235	688	544

Kudos to all Adult Services and Youth Services staff who helped patrons navigate Beanstack, choose prizes, answer reference questions and everything else! Jenny led a fantastic STEAM Week filled with events like Freddy Fossil. Jamie, Holly, and Katie staffed the annual fan-favorite Egg Drop seeing 65 attendees and dropping 40 contraptions. The event went very well thanks also to Building Services who always helps get us ready with tarps and pools and clean up.

Adult Services

Mission Moment:

Comment to Jenny Norton re Freddy Fossil during STEAM week "I'd just like to thank you for bringing the Fossil Freddie show to Porter library yesterday evening. He was funny and engaging and kids were learning without even knowing it! Very entertaining for parents too! We'd love to see more programs like this in the fall. 😊"

A patron who attended Evelyn Finley and Diane Dillon's Shell and Pearl Pendant program sent the following email - "I recently attended with my sister your jewelry making class on August 22. We had so much fun making the pendants. I purchased some beads and wire, thanks for the wrappers, found in Michaels, to make another one. This is what I made, and plan on making some more for gifts for my family. Probably with white pearls in the middle next time."

You are a great teacher. So glad you were able to figure this out from your friend's necklace so we all can have something similar, the possibilities are endless as we could see from the others in the class and your examples."



July Programming:

Adult Services hosted 15 regular programs with 184 attendees, and 6 Outreach programs with 78 attendees, for a total of 262 attendees.

We also had 2 Bloodmobile sessions with 177 donors.

This month's 3 Library Speaker Consortium programs had a total of 59 views.

Program title + attendance	Hosted by	Program Survey Comments
Horror Film Club – <i>The Mummy's Hand</i> - 18	Erin Manning	
Computer Basics & Introduction to Northstar - 3	Jenny Norton	
Microsoft Excel & Introduction to Northstar – 0	Jenny Norton	
iPhone and iPad User Group- 4	Jenny Norton	
American Red Cross Bloodmobile - 7/6 (89) & 7/24 (88)	Red Cross – coordinated by Andrea Tarolli	
Yoga in the Pavilion - 14	Trina Thomas	
Adult Creative Writing Group - 8	Victoria Vogel	
Cookbook Discussion - canceled due to low attendance.	Victoria Vogel	
Tuesday Evening Book Club (IN PERSON & ON ZOOM) - <i>The Paris Library</i> – 29	Frances Brawner + Elizabeth Smith.	
Wednesday Afternoon Book Discussion - ' <i>Klara and the Sun</i> ' - 21	Joanne Penkalski	
Thursday Night Book Discussion – ' <i>More Than You'll Ever Know</i> ' - 4	Joanne Penkalski	
True Crime Book Discussion, " <i>The Other Dr. Gilmer</i> " - 8	Chad Statler	
Investors Interest Group – Current Investment Climate 9	Katie Salis	
Introduction to Sign Language – 7/12 (10), 7/19 (12)	Victoria Vogel	
Wayne Dawson Author Visit - " <i>The Seeds of Greatness Are Within You</i> " - 33	Chad Statler organized Katie Salis hosted	'Absolutely great program!' 'Great! Very professional.' 'Terrific motivational speech.'
Claire McMillan Author Visit - 9	Chad Statler	
Virtual Author Talk - Charles Soule, " <i>Endless Vessel</i> " - 17 total views	Library Speakers Consortium	
Virtual Author Talk - Ethan Kross, " <i>Chatter: The Voice in Our Head, Why It Matters</i> " - 22 total views	Library Speakers Consortium	
Virtual Author Talk – Erika Sanchez, " <i>Crying in the Bathroom</i> " - 1 view	Library Speakers Consortium	

Outreach Programs 'Summer Vacations' 6 programs. 78 in attendance	Kris Netzel	
---	-------------	--

Tuesday evening book discussion

The Paris Library, by Janet Skeslien Charles, checked all the boxes for WWII fiction lovers; strong female protagonists, a dual timeline, a library in Paris during the Nazi Occupation, and the customary WWII novel book cover - a woman with her back to the camera. None of us had heard of the American Library in Paris before - nor of the heroic staff and volunteers who kept its doors open during WWII, nor of their underground book-lending service to Jewish subscribers. We found this little-known tale from history to be fascinating and compelling.

Overall, the book was well received, except for a small minority (Frances and Elizabeth 😊) who thought the novel had some good bones but not enough meat. There were 29 of us and we gave the book 3.175 stars out of 5.

Horror Film Club Turns 100

Erin Manning's Horror Film Club is going great guns, with the 18 attendees at this month's showing of *The Mummy's Hand* being the 100th group who have gathered to enjoy wonderful classic horror movies along with the ever-essential snacks and popcorn. Over the years, Erin has entertained and motivated attendees with a wonderful newsletter called 'Notes from the Vault.' Here is some of this month's content, courtesy of Erin, the hostess of the vault!

"This last meeting was our 100th movie, so you can imagine that it was a pretty big deal for us! We celebrated with treats, had a raffle (congratulations to Kelly for being our big winner!), and of course, enjoyed an excellent film. It was so wonderful to have so many of you there with us, and I enjoyed seeing a mix of faces old and new. Some 'fiends' present, such as Tom, Faith, a second Tom, Sarah, Dawn, and Joe had been there from the earliest movies, while others have joined us over the course of the last eight years. Each one of you is such an integral part of our team, and I'm so grateful to have all of you! Special thanks to everyone who brought treats, candies, and cookies. Everything was delicious!"

Wayne Dawson

33 library patrons were excited to listen to Wayne Dawson being interviewed about this memoir 'The Seeds of Greatness Are Within You: A Memoir,' on July 1. After the program attendees were delighted to chat with Wayne, and several of them bought his book. This program was coordinated by Chad Statler and hosted on the day by Katie Salis.

Yoga in Pavilion

The first Adult Services program held at the Pavilion was on July 22, when instructor Jen Nebraska led 14 yoga enthusiasts through a variety of poses suitable for all skill levels. Feedback from this program was very positive and people mentioned loving our new outdoor space.

Sign Language series

Last month's report mentioned that attendees at Victoria Vogel's Sign Language series of programs decided to book meeting rooms to practice their new skills. The practices went so well that this is becoming an established and possibly permanent meeting room group. They are currently booked through October, with plans to continue indefinitely. This is a true library success story!

AS Staff at Farmer's Market and Movies Under the Stars

Katie Cooley and Diane Dillon represented WPPL at the Crocker Farmer's Market on July 8. Diane also worked at Movies Under the Stars on July 14, where 44 attendees enjoyed the movie Pokémon Detective Pikachu.

STEAM week

Adult Services staff helped with some of the components of STEAM week; Jenny Norton organized Freddy Fossil's Dino show, which was enjoyed by 62 excited attendees on July 10, while Katie Salis and Kris Netzel did their usual fine job helping with the ever-popular WPPL Egg Drop on July 13. Andrea Tarolli, Erin Manning, Jenny Norton, and Victoria Vogel also provided some excellent blogs for the week.

August Programming

Adult Services hosted 18 regular programs with 378 attendees, and 2 Outreach programs with 32 attendees, for a total of 410 attendees.

We also had 1 Bloodmobile session with 88 donors.

This month's 3 Library Speaker Consortium programs had a total of 31 views.

Program title + attendance	Hosted by	Program Survey Comments
Horror Film Club – "The Black Raven"- 13	Erin Manning	
Microsoft Word & Introduction to Northstar - 3	Jenny Norton	
Internet and Email Basics with Introduction to Northstar - 0	Jenny Norton	
Android Smartphone & Tablet User Group - 5	Jenny Norton	
Maker Monday: Cakewalk- 1	Jenny Norton	
American Red Cross Bloodmobile – 88	Red Cross – coordinated by Andrea Tarolli	
Yoga at the Pavilion- 9	Trina Thomas	
Medicare Ins and outs- 48	Trina Thomas	
Spice it Up! Sumac- 25 take home kits picked up	Victoria Vogel	
You & Me Wire-wrapped Sea Glass and Shell Pendants - 8/17 - 13 + 8/31- 15	Evelyn Finley	"Love, love this program!" "We love the outdoor setting!" "Beautiful pavilion – thanks for having the class outside on this beautiful day, making a beautiful necklace. Made my day more happy 😊" Thank you Evelyn and Friends of the Library!" "Love the outdoor pavilion!" "Totally fun." "Very nice. Will come again!"

Jewelry Junction: Shell and Pearl Pendant- 13	Evelyn Finley	"Love these classes – thanks for having them!" "Thank you for this program. Evelyn is so informative and helpful. This is much more than a jewelry class!"
The Coroner's Assistant: An Evening with Independent Film Makers - 35	Erin Manning	
Welcome to the Twilight Zone- 30	Erin Manning	
Introduction to Neurographic Drawing- 34	Victoria Vogel	
Bloody Corner and Beyond: Cleveland's Prohibition Era Mob Bosses - 70	Chad Statler	"Very informative. I learned a lot! Can't wait for part 2!" "Program very dynamic, entertaining, informative. Please bring him or speakers like him more often. Thank you!" "great use of sound effects and music."
Tuesday Evening Book Club (IN PERSON & ON ZOOM) - Crying in H-Mart by Michelle Zauner- 28	Frances Brawner + Elizabeth Smith.	Summary below
Wednesday Afternoon Book Discussion - Back to the Garden by Laurie R. King - 24	Joanne Penkalski	
Adult Creative Writing Group- Japanese Poetry Edition- 12	Victoria Vogel	
Virtual Author Talk - Robert Jones, Jr.- 10 total views	Library Speakers Consortium	
Virtual Author Talk - Cassandra Clare-11 total views	Library Speakers Consortium	
Virtual Author Talk – Jeff Selingo- 10 total views	Library Speakers Consortium	
Outreach Programs – 'Summer Memories – 2 programs. Total attendance 32	Kris Netzel/Sarah Beebe	

Tuesday evening book discussion

On August 8th, we discussed *Crying in H Mart*, the literary debut from Japanese Breakfast frontwoman Michelle Zauner.

Zauner's literary debut recounts her experience caring for and losing her mother to an acute battle with cancer and how she used Korean food to navigate her grief and come to terms with her Korean identity. There were mixed reviews about the food - some found it so enticing they made special trips to Asia Town and others found the descriptions to be completely unappetizing. We all learned a little about Korean culture from this month's book and a few of us used the memoir as a springboard to learn even more.

There were 34 of us and we gave the book 3.334 stars out of 5.

Outreach

August was bittersweet for Outreach, Adult Services, and the library. Sarah Beebe started in her new position as Outreach Specialist on 8/14, and Kris Netzel retired on August 31. We were fortunate to have nearly three weeks of overlap to allow Kris to share her extensive knowledge of Outreach with Sarah, and to visit every care facility in the city as well as every homebound patron.

Consumer Health Information Specialization Certification level 1.

Health & Wellness Librarian Trina Thomas completed her level 1 Consumer Health Information Specialization certificate. This certification covered five elements that will be helpful to Trina in her job as well as to WPPL patrons accessing health and medical information.

Blogs - July

- Classic of the Month: Harold and the Purple Crayon – Erin Manning –
- A Sampler of Terror: 100 Classic Horror Films, Part 1 – Erin Manning
- A Second Sampler of Terror: 100 Classic Horror Films, Part 2 – Erin Manning
- Dino-Mite Books – Jenny Norton
- STEAM Week: Easy DIY Zoetrope – Andrea Tarolli
- STEAM Week: The Classic Mad Scientists of the Silver Screen – Erin Manning
- The Science of Spice – Victoria Vogel
- Porter Poetry – Victoria Vogel

Blogs – August

- Classic of the Month: 'A Study in Scarlet' - Erin Manning
- Health on the Shelf: Yoga, Anyone? - Trina Thomas
- Porter Poetry – Victoria Vogel
- The Adventures of Johnny Dixon: A Middle Grade Series Big on Scares – Erin Manning
- Save the Cat!: Writing Guides – Erin Manning
- Lewis Barnavelt: John Bellairs and More Middle Grade Scares – Erin Manning
- Not a Pretty Picture: Paintings in Horror – Erin Manning
- Lost in Life or Caught in a Crisis – Erin Manning

Displays – July

- Setting Sail – Erin Manning
- Barbie – Joanne Penkalski & YS
- 4th of July – Evelyn Finley
- Drawing Program Promotion – Victoria Vogel
- Home Décor & Design – Katie Cooley
- Short Stories – Joanne Penkalski
- Living On Your Own/College Prep – Bonnie Laessig
- National Ice Cream Month – Diane Dillon
- STEAM Week – Jenny Norton

Displays - August

- Road Trip – Jenny Norton
- Ohio Musicians and Writers – Bonnie Laessig
- Cake – Katie Cooley
- Paper Crafts – Katie Salis

- Wildlife- Diane Dillon
- Artificial Intelligence in Fiction and Film – Victoria Vogel
- Cats & Dogs – Katie Cooley
- Well-Behaved Women Rarely Make History – Katie Salis
- Research Matters – Back to School – TSD

Makerspace

The Makerspace continues to pick up steam with 95 reservations during the month of July and 85 reservations in August. Staff conducted 61 and 58 one-on-one appointments in July and August, respectively, to attendees to show them the ropes and get them started on their various projects. July has been the busiest month yet for the Makerspace, welcoming 167 users, including 54 new users. August numbers fell slightly, likely due to last minute summer vacations and plans, with 113 total users, and 9 new users.

STEAM Librarian, Jenny Norton, will be bringing her formidable technology skills to the Makerspace over the coming months. We have asked Jenny to assist with coverage in the space for 8-10 hours per week. This starts formally right after Labor Day and should be a big help to the Makerspace staff as they try to keep on top of their multiple projects and responsibilities.

Makerspace Highlights

A family of five came in to make unique buttons and after completing his button a young boy said, “I feel like a genius!”

We had a lot of interest in 3D printing from the 9–12-year-old crowd, as many of them were tasked with trying a new technology over the summer. Several visitors even explored creating their own designs using Tinkercad, a free online software to create 3D designs. These designers have made all sorts of creations such as lockets for necklaces and a series of unique cats.

Makerspace staff member, Adrien Krajnik, used 3D printing technology to replace missing pieces from a science kit in the collection. TSD staff were pleased to have the kit completed and back in circulation.

A patron left a voicemail to praise Adrien Krajnik's help in the Makerspace. The patron was hoping to make 3D printed directory board letter replacements. She said Adrien was professional and detailed in his instructions and inspired her to learn new skills. She said she felt as if she were 7 instead of 77 because she was so excited about the new technology and all one could learn in the Makerspace.

Makerspace staff received an email from a patron thanking them for their assistance making mugs for teacher gifts. The patron said "You were a godsend today. Thanks so much for your help."

Frances Brawner sent the following email after meeting a patron Taylor Jacobs assisted in the Makerspace:

“A patron stopped by today to get the bobbin that she left in our Singer Sewing Machine. She said that learning how to sew on our sewing machine on Tuesday nights enabled her to take the leap and buy her own sewing machine, the very same model that we have. She has now altered a skirt and made pillows. She could not speak highly enough of Taylor who guided her on this journey. Taylor was so personable, she said, and made her feel so comfortable. She moved to Westlake nine months ago and the Makerspace was her first interaction with the library. At this point, she

started tearing up. She heard about the Makerspace on a community page and is just amazed at all the things the place has to offer. I encouraged her to come back to show us her creations. Kudos, Taylor. Amazing job!!!"

Circulation

A new system has been installed to allow library staff to print USPS parcel and Priority Mail tracking labels in-house as opposed to needing to go to the Post Office.

A total of 111 passport applications were processed and 136 passport pictures taken in July. In August a total of 118 passport applications were processed and 137 passport pictures taken

After-Hours Lockers were used by 75 users to pick up 119 items.

Pina Vondruska resigned from her position as of 8/17.

Collection Development/Technical Services

In July 1699 items (physical and electronic) were added to the collection, with a total value of \$26,739.90.

In August 1586 items were added to the collection, valuing \$24,885.65.

A total of 16,760 long-outstanding bills were cleaned from the system, as well as 4,500 long-inactive patrons, 13,875 lost item records, and 8,100 bibliographic records from those items.

Work has accelerated on the non-fiction call number project, with the entirety of Technical Services processing new call numbers on various parts of the collection. As of 9/9, a total of 16,471 (32.6%) items have had their call numbers simplified. It is anticipated that the bulk of the project will be completed prior to the Koha migration, leaving only straggling items that were checked out at the time to be processed.

Information Technology

Power outages presented some challenges during July. While all equipment worked properly during extended outages, one battery backup system is failing. While the power outage may have brought the problem to the forefront, that battery backup system was in need of replacement anyhow.

Our in-house server infrastructure is fully up-to-date, with all soon-to-be end-of-life systems decommissioned.

IT assisted Technical services in the procurement and installation of three additional label printers to allow for all TS staff to assist with the Call Number Project.

Youth Services

Mission Moment: From Aaron:

One mom thanked me for hosting Roblox Club. She said her son is obsessed with gaming and she worries about him making friends. I gave her a quick pitch on how games can bring kids together, even if it's in a virtual space. We also had a Dad stick around for the whole event to see what his son plays. He ended up sitting with his kid the entire time. His son was narrating his strategy nearly the entire hour, clearly showing off his gaming skills for Dad.

James, one of our regulars since 2020, helped the other kids send around friend requests at the end of the hour so they are connected and can game together on their own.

From Emily:

During Brick Builders I tuned up the Ukulele and played a couple of songs just to break up the silence. One of the kids was extremely interested in the instrument so I let her strum it and told her about WPPL's musical instrument collection. Next, we went to the YS desk where I showed her which instruments were currently available. She was ecstatic about the idea that she could check out instruments. She said she wanted to try the banjo (since the ukulele was currently checked out) and asked for some "how to" books to go along with it.

Programming Highlights:

Aaron worked with Games Done Legit to host a **Family Gaming Event** bringing together retro and modern video games for families to play together. Rebecca hosted and everyone had a great time playing duck hunt with the "original" controllers, Mario Brothers, Sonic, PacMan and more. One crew of kids started their own Smash Bros Tournament and we had multiple families stop in and play as a family. Along with snacks everyone seemed to have a great time. 50 attended.

Jamie hosted **Shark Week Storytime** to 17 happy attendees. She did a great job managing a program full of a variety of ages and disability levels, keeping the families entertained and satisfied. One patron requested the books to be placed on hold for them after the storytime because their child loved them so much.

Jessica, Fran and Natalie hosted a special **Illustration Creation** event developed together for kids with disabilities. Working together they presented a short history of Todd Parr as an illustrator and then creating a project with Wikki Stix. They had a "lively crowd" and it seems like an excellent collaboration between staff and patrons.

Next Chapter Book Club is on hiatus for the summer.

Jessica and Aaron hosted **Let's Make Slime!** Out on the Pavilion and had a great time. The Pavilion is a great space that could accommodate a lot more people than the Craft Room and they set up the space in a way for easy clean up. We hosted drop-in style and had both kids and adults making slime throughout the whole event seeing 65 attendees.

YS Staff shared hosting of some YS Programs this summer including **Reading Buddies, Movies @ Your Library, Yoga with Ms. Jen,** and **Bow Wow Books**. All these programs are fun, engaging and utilize our teen volunteers who are excited to share their time with us. Overall, our patrons are very pleased with our programming and we plan to bring back some of these next summer.

Emily hosted 40 for **Music Monday** and had the theme song as "Oh where, Oh Where Has My Little Dog Gone". While this is a bigger group than we typically see in this program, everyone was excited and engaged in the material.

Rachel saw huge groups for **Family Storytime** reaching 48 participants. We haven't had that many in storytime in a while and as this storytime was the same day as the Art Festival, we weren't sure what to expect but patrons were here enjoying the material she planned for them.

The **Teen Lock-In** was hosted by Aaron with help from Fran, Frances, Katie S., and Rebecca. We had 30 participants and everyone had a great time playing Lazer tag, eating us out of pizza and ice cream, creating crafts, doing a scavenger hunt. A couple of friends asked if they could just browse

the YA area and if they were allowed to check out books – they were surprised we said yes, but it made their night!

Brick Builders had a lot of new faces at the program this month, with many coming to the library specifically for the program. 29 participants between two programs hosted by Emily and Fran.

Jessica took on hosting a lot of programming including **Make Your Own Pencil Topper, Illustration Creation (with Fran), Art Smarts, Anime Club, and You and Me Jewelry with Evelyn**. They used the Pavilion for the jewelry making and said that it worked out great. They had a couple kids attend alone, but they all seemed to have fun. This partnership is working really well between AS and YS.

Jamie and Rachel hosted **Family Storytimes** for 17 participants.

Fran and Rachel offered a **Ocean of Fun Craft Kit** for 48 participants.

Rachel hosted the always popular **Pokémon Club** for 49 participants.

Aaron and Nancy A. hosted a **jewelry crafting session** sharing her talents and Aaron's programming leading expertise for 5 participants.

School Partnerships:

In both July and August Jamie put together 7 bins to be delivered to 6 locations, circulating 185 books each month.

Fran hosted **LINK** sessions at WES this month focused on a Shark Week theme. The kids loved it and while it has been reported that they have their biggest year ever in terms of numbers of children needing/wanting to attend, she was able to successfully share with all the grades (spanning from Kindergarten – 8th grade) see 129 kids. This was the last LINK visit Fran will do for 2023, as due to scheduling reasons, she is rotating off LINK. This may not be a forever change, as she does a great job, but we are grateful for all she was able to share with our kids next door over the last school year and this summer.

Rachel continues to plan for the 2023-2024 school year.

Natalie hosted an outreach adapted storytime and craft at **Silver Lining Group** for 16 participants. They typically request a summer visit and we are happy to accommodate when we can, and are glad that this worked out this summer.

Jamie hosted 5 outreach storytimes to **Goddard School** for 70 participants.

Holly and Cat attended the last summer **LINK** program at WES so that Cat could see how it goes as she is taking over LINK in the fall for Fran due to scheduling. They saw 112 participants. Holly confirmed fall visits.

Rachel reached out to returning teachers welcoming them back to school and soliciting for the following:

- Filling the ArtWalk (3 responses so far)
- Renewing School Delivery Cards (21 renewed so far)
- Scheduled 3rd grade Field Trips for the Year
- Reached out to 2nd and 4th grade teachers for field trips for the year

In addition, she has started creating lessons on Canva for YS to use during field trips this year on topics that we know we will want to include and has started submitting programs and other events and/or library wide things to the PTA eblasts. She also worked with Jamie on the Goddard Field Trip that Jamie hosted, and worked with Kelly, the WPPL intern, on discussing how we can support teachers at DIS. She also put together back to school flyers for WES back to school folders that Kelly helped us collate to give her more intern hours.

Natalie and Jamie put together **Outreach Storytime** packets and sent to local schools for scheduling.

Jamie hosted 5 **outreach storytimes to Goddard School** for 80 participants. She also hosted a K-2nd Grade Field Trip from Goddard taking them through circulation and hosting a storytime for 24 participants.

Fran, Natalie, Rachel, Cat, Jessica and Aaron attended **WCS Open Houses!** Fran and Natalie attended 3rd and 4th grade seeing 147 participants, and Natalie attended the PreK portion of the open house seeing 89 participants. Rachel attended DIS seeing 60 participants. Cat and Jessica attended the 1st and 2nd grade seeing 98 participants and Aaron attended LBMS seeing 57 participants. A big thank you to Heather for helping us get the wagons prepped for these events, and thank you to YS Staff for attending on short notice. In total, we saw 687 families!

Cuyahoga County Board of Developmental Disabilities Grant Update

Natalie hosted 3 programs that fell under the grant purview, two **Sensory Workshops** seeing 12 and 11 participants, respectively, and **Kindness Cactus Painting Party** with 28 participants. Ryan did a fantastic job as always being our lead facilitator from the CCBDD and these session was the best example of what we are striving to do with these partnerships and programs. There was a good mix of students of all abilities and everyone was respectful of each other and their needs, listened and attempted to try to work together.

Accelerated Learning Grant / Cuyahoga Reads Update

Rebecca attended the monthly meeting and completed building the Beanstack Challenge, which is now available for pre-registration if people see it on Beanstack. While a bigger push for registration will happen later in the summer, we currently have 101 people pre-registered for the challenge. In addition, "**Super Readers**" hosted by Making A Difference Consulting seeing 11 total participants.

Rebecca, Rachel and Natalie staffed **Coding4Kidz** with a lot of help from Connor on setup. We had 20 participants.

Holly, CJ, Heather, Brenda, Elaine and Victoria attended the **Cuyahoga Reads Kick-off Event** at the Great Lakes Science Center. Heather helped prep a small wagon of supplies for the event, and, the teams split the day helping to hand out free books, greet patrons and share about library events and the reading challenge. They saw at least 266 participants.

Cuyahoga Reads: Westlake Reads Beanstack Challenge officially opened on August 5. We will have ongoing PR about the reading challenge over the next 18 months. We have decided to give out quarterly prizes, and host bigger giveaways instead of doing small individual prizes. Because of this, the only stat we will have until November is registrations: 174 total registrations

Literacy Initiatives:

The **Myrna Chelko Reading is Elementary** program saw 23 new registrations, with 48 children receiving a milestone sticker award, 9 children earned a WPPL Lanyard, and 6 children earned a Mini Zara or Backpack and book. 110 children are registered for the program.

9 new participants registered for the **Myrna Chelko Little Sprouts** program. There are 313 children registered for the program. Two participants completed the program.

In the **1000 Books Before Kindergarten** program 37 participants achieved milestones. 15 children registered as new participants. There are currently 837 registrants for this program.

Blogs

- Folklore Fun: Nigeria (Jessica)
- Medium Monday: Colored Pencil (Jessica)
- Medium Monday: Printmaking (Jessica)
- Folklore Fun: China (Jessica)

Displays

- Displays this month included: Travel/Vacation; Bugs; Zoo; Food; Graphic Novels; Summer Reads; Book Series; Murder Mysteries; July 4th; Dog Days of Summer; Summer Crafts
- Flyers created and rotated (all)
- July Kindergarten Literacy Packet (Rachel, Jamie) 202 packets taken
- Skills Packet Grades 3-6 (Rachel) 177 packets taken
- Skills Packet Grades K-2 (Rachel) 170 packets taken
- Storywalk literacy activities created for All Are Welcome (Jamie)
- Who Was Bibliography Updated (Emily)
- August Kindergarten Literacy Packet (Rachel, Jamie) 160 packets taken
- Displays this month included: Zoo, Food, Alphabet, Back to School, Biographies
- JP and JE Guided Reading Readers' Advisory Sheets updated (Jamie)
- Readers' Advisory Lists updated on Divorce, Homelessness, and Kindergarten (Jessica)
- Storywalk updated to All Are Welcome by Alexandra Penfold (Jamie)
- Suma's fall outfit changed (Holly)
- Suma's Scavenger Hunt created and prepped for launch in September (Cat)

Meetings/Training

Presented a session, *Lessons Learned: Facility Considerations for Creative and Maker Spaces* at the Ohio Library Council Facilities Conference on 7/19.

Met individually with managers with weeks of 7/24, 8/14, 8/28, and 9/11.

Attended admin meetings on 7/25, 8/1, 8/7, 8/15, 8/22, 8/29, 9/5, 9/11, and 9/19.

Attended the Stark County COG Benefit Conference on 7/27.

Attended the Koha migration Kick-off meeting on 8/5.

Attended the Cuyahoga Reads Kick-off events at the Great Lakes Science Center on 8/5.

Met with Andrew, Heather, and Elaine on 8/10 to discuss revising the design of the Rules of Conduct brochure.

Attended Koha migration meetings on 8/17, 8/24, 9/7, and 9/14.

Attend the WPPL Board Special meeting on 8/24.

Attended the Managers Meeting on 8/29.

Met with Andrew and Jana on 9/1 to discuss the Board Manual and Friends Budgets

Provided a tour and overview of the Makerspace on 9/1 for a potential donor.

Assisted with the 9/11 Memorial Event at AMC Westwood Towne Center Theater on 9/6.

Participated in a Fire Drill on 9/6.

Attended the Friends of the Library meeting on 9/7.

Met with Rebecca, Nick, Katie, and Heather on 9/11 to discuss distribution of Eclipse Glasses prior to the October 14 partial solar eclipse.

Traveled to Troy, OH on 9/12 with Andrew to pick up 3M RFID Security Gates that were offered for free from the Troy-Miami County Library. The gates are identical to our own and will service as hot-spares in the event our gates fail. Additionally, they can be used to add additional security checkpoints for future renovations. The gates are estimated to be worth around \$22,000 and are no longer made.

Agenda Items

- **Resolution 11-23: General Fund 101**– reallocate Libraries Accelerating Learning grant funds based on finalized MOU; move funds into Tech Processing Supplies PO from Contingency – additional funds needed for call number project and replacement of some barcodes because of the transition to Koha
- **Resolution 12-23: Development Fund 410** – adjustments to account for donations to Makerspace to purchase equipment and to fund STEAM programming
- **Resolution 13-23: Friends Fund 420** – reallocate funds to purchase Haba multi-learning cube using Myrna Chelko Early Literacy funds

Financial Highlights

- 2023 year-to-date revenue of \$5.0MM is 3%, or \$144K, higher than the same period last year.
- 2023 year-to-date expenses of \$3.5MM are 7.8%, or \$252K, higher than the same period last year.

External Meetings/Trainings

- Andrew and I had a call with the Executive Director at NEO-RLS on Friday, July 21 to discuss their **strategic planning services**
- Attended a virtual planning meeting with the other officers of the **Ohio Library Fiscal Officers' Association (OLFOA)** on Wednesday, August 2
- Attended the **OLC Budget Update webinar** on Thursday, August 3
- Shelly and I attended the **OLC Fiscal Officer 102** training virtually on Thursday, August 31
- Andrew and I met with a **potential donor** on Friday, September 1. CJ provided demonstrations/explanations of various equipment in the Makerspace.

Library Meetings/Trainings

- Attended the **EAC meetings** on Tuesday, July 25 and Tuesday, August 22
- Volunteered at the **Art Festival** on Saturday, July 29
- The library's **audit exit conference** was held on Tuesday, August 1
- Attended the **Manager's meeting** on Tuesday, August 29
- Andrew, CJ & I met to review proposed changes to the Board Manual and discuss the 2024 Friends budget on Friday, September 1
- Lunch with Bob, Richard Fink and Andrew on Friday, September 8 to discuss the Foundation meeting; attended the **Foundation meeting** on Tuesday, September 12
- Attended weekly **Admin meetings**

Finance

- Created and distributed templates to managers to complete their 2024 Budget Requests which are due September 26
- PNC launched a new platform for managing the library's credit card accounts; Shelly and I completed online training for the new platform

- The Finance department met on Wednesday, August 16 and Wednesday, August 30

Human Resources

- Sarah Beebe started at the library on Monday, August 14 as the new Outreach Specialist
- **Open Positions – Status**

Circulation Assistant – 20 hours – position was posted from August 4 to 18; Felicia Browning, currently a Substitute Circulation Assistant, accepted the position and begins in her new role Monday, September 18

Karen Krantz was hired as a **Substitute Circulation Assistant** to fill the position vacated by Felicia. She starts at the library on Monday, September 25

Makerspace Associate – 20 hours – this is a new position and was posted on Friday, September 8 and will close on Friday, September 22

EAC Update

- Continued planning Staff Appreciation Week – at the end of July and early August, Karen and I met with Managers to get staff signed up for activities.
- Katie Cooley trained Karen and I on the projects for the Makerspace and put together instructions for us and staff. The Makerspace staff have been a huge help with Staff Appreciation week – thank you!!!
- Comments submitted and discussed by the team:

Paint the bus stop curb - The bus stop on Center Ridge Road has a curb that looks deceptively like the entry driveway. I saw a car bump into the curb there because they thought it was the drive, and I've nearly done the same thing several times. I think it would be helpful to have hazard stripes or some sort of bright color on it to differentiate it from our similarly cement-colored entry drive.

Less confusion for first time visitors, and a safer road. *This has been completed.*

Celebrating birthdays - I know each department celebrates staff birthdays, but maybe we could find a way to celebrate staff birthdays together. Say, buy a birthday cake every four months and celebrate everyone's birthdays that fall between those four months. OR do a party game together like charades, taboo, 20 questions every four months OR leave a sheet of paper out in the staff lounge and write a note to everyone who has birthdays that month. Just an idea.

Values: Appreciation, Teamwork, Respect

Do 20 questions during staff week - We could play 20 questions during staff week. Tape a name of a person, a famous movie, or book, etc on the back of any staff member who wants to participate. Then staff and patrons can answer questions about who is taped on their back. We could even make it a friendly competition and keep track of how many you can guess correctly in a week.

Values: Appreciation, Communication, Teamwork

WESTLAKE PORTER PUBLIC LIBRARY

General Fund Financial Summary

As of: July 31, 2023

	<u>Projected</u>	<u>Actual</u>	<u>Difference</u>	<u>Notes</u>
Revenue				
Property Tax	2,267,217	2,479,146	211,929	received first distribution of 2nd half property tax income; second distribution will be in August
PLF	855,311	885,214	29,903	
Other	165,744	150,379	(15,365)	
TOTAL	3,288,272	3,514,739	226,467	
Expenses				
Salaries & Benefits	2,176,915	2,050,783	(126,133)	on track
Supplies	57,495	52,150	(5,345)	
Contracted Services	454,194	395,865	(58,329)	annual payment for Sirsi made in February, which represents a large portion of this expense category
Library Materials	477,489	348,148	(129,341)	
Capital	129,594	200,442	70,848	
Miscellaneous	18,113	11,069	(7,044)	Transfers out to Perm Improvement & Automation funds, which occur at the end of the year
Other Expenses	408,333	-	(408,333)	
TOTAL	3,722,134	3,058,457	(663,677)	

WESTLAKE PORTER PUBLIC LIBRARY

YEAR TO DATE BANK REPORT

As of: July 31, 2023

BANK DESCRIPTION	BEGINNING BALANCE	YTD REVENUE	YTD EXPENSE	TRANSFERS IN	TRANSFERS OUT	CURRENT BALANCE
FFL - CREDIT CARD	\$ 965.49	\$ 35,265.13	\$ 1,251.06	\$ -	\$ 33,800.00	\$ 1,179.56
FFL - GENERAL CHECKING	\$ 194,935.05	\$ 42,797.45	\$ 3,682,985.11	\$ 3,586,509.75	\$ 32,533.01	\$ 108,724.13
FFL - RETAINAGE	\$ 38,454.25	\$ 208.54	\$ -	\$ 32,533.01	\$ 41,251.49	\$ 29,944.31
PETTY CASH & CHANGE	\$ 1,343.50	\$ -	\$ -	\$ -	\$ -	\$ 1,343.50
TOTAL	\$ 235,698.29	\$ 78,271.12	\$ 3,684,236.17	\$ 3,619,042.76	\$ 107,584.50	\$ 141,191.50
FFL - MONEY MARKET	\$ 176,060.56	\$ 4,106.96	\$ -	\$ 3,425,000.00	\$ 3,511,458.26	\$ 93,709.26
US BANK	\$ 4,368,969.00	\$ 38,065.85	\$ 2,916.67	\$ -	\$ -	\$ 4,404,118.18
STAR OHIO	\$ 1,540,180.54	\$ 3,413,848.08	\$ 40,091.85	\$ -	\$ 3,425,000.00	\$ 1,488,936.77
TOTAL	\$ 6,085,210.10	\$ 3,456,020.89	\$ 43,008.52	\$ 3,425,000.00	\$ 6,936,458.26	\$ 5,986,764.21
TOTAL - ALL BANKS	\$ 6,320,908.39	\$ 3,534,292.01	\$ 3,727,244.69	\$ 7,044,042.76	\$ 7,044,042.76	\$ 6,127,955.71

WESTLAKE PORTER PUBLIC LIBRARY
STATEMENT OF CASH POSITION

As of: July 31, 2023

FUND DESCRIPTION	BEGINNING BALANCE	Y-T-D REVENUE	Y-T-D EXPENSE	UNEXPENDED BALANCE	OUTSTANDING ENCUMBERANCE	ENDING BALANCE
101 GENERAL FUND	\$ 4,507,076.26	\$ 3,514,739.12	\$ 3,058,457.25	\$ 4,963,358.13	\$ 1,070,738.66	\$ 3,892,619.47
410 DEVELOPMENT FUND	\$ 42,179.77	\$ 11,236.46	\$ 13,487.94	\$ 39,928.29	\$ 11,856.29	\$ 28,072.00
420 FRIENDS OF THE LIBRARY	\$ 10,359.81	\$ -	\$ 9,877.83	\$ 481.98	\$ 18,263.17	\$ (17,781.19)
450 PERMANENT IMPROVEMENT	\$ 1,312,565.83	\$ 6,149.45	\$ 534,128.17	\$ 784,587.11	\$ 510,110.43	\$ 274,476.68
475 AUTOMATION FUND	\$ 421,753.65	\$ 2,022.58	\$ 111,293.50	\$ 312,482.73	\$ 73,609.75	\$ 238,872.98
703 FRANCIS EGGER TRUST	\$ 26,973.07	\$ 144.40	\$ -	\$ 27,117.47	\$ -	\$ 27,117.47
TOTAL:	\$ 6,320,908.39	\$ 3,534,292.01	\$ 3,727,244.69	\$ 6,127,955.71	\$ 1,684,578.30	\$ 4,443,377.41

WESTLAKE PORTER PUBLIC LIBRARY

REVENUE REPORT - GENERAL FUND

As of: July 31, 2023

% through the year.

58%

<i>Revenue Accounts</i>	<i>Budgeted Revenue</i>	<i>Month-to- Date Revenues</i>	<i>Year-to-Date Revenue</i>	<i>Uncollected Balance</i>	
Property Tax	3,504,712	277,987	2,288,853	1,215,859	65.3%
Homestead Rollback	381,945	-	190,293	191,652	49.8%
Subtotal	3,886,657	277,987	2,479,146	1,407,511	63.8%
PLF	1,466,248	140,296	885,214	581,034	60.4%
Grants	24,380	4,500	4,500	19,880	18.5%
Patron Fines & Fees	8,833	760	5,875	2,958	66.5%
Interest	140,000	15,935	83,553	56,447	59.7%
Contributions	500	-	-	500	0.0%
Refunds/Reimbursements/Misc	110,420	7,370	56,451	53,969	51.1%
Transfers	-	-	-	-	0.0%
TOTAL	\$ 5,637,038	\$ 446,849	\$ 3,514,739	\$ 2,122,298	62.4%

WESTLAKE PORTER PUBLIC LIBRARY

EXPENSE REPORT - GENERAL FUND

As of: July 31, 2023

% through the year: 58%

<i>Expenditure Accounts</i>	<i>Combined Appropriations</i>	<i>Combined Month-to-Date Expenses</i>	<i>Combined Year-to-Date Expenses</i>	<i>Combined Encumbrances</i>	<i>Combined Unexpended Balance</i>	<i>% Combined Expended Balance</i>
<u>Salaries & Benefits</u>						
Salaries	2,861,200	218,587	1,594,878	-	1,266,322	55.7%
OPERS	399,168	30,632	192,530	-	206,638	48.2%
Insurance	466,487	41,116	262,374	184,352	204,113	56.2%
Other Employee Benefits	5,000	-	1,000	4,000	4,000	20.0%
Subtotal	3,731,855	290,335	2,050,783	188,352	1,681,072	55.0%
<u>Supplies</u>						
Administrative Supplies	65,164	6,933	36,988	28,166	28,176	56.8%
Maintenance Supplies	30,000	1,801	12,775	17,225	17,225	42.6%
Vehicle Fuel & Supplies	3,400	1,730	2,387	1,013	1,013	70.2%
Subtotal	98,564	10,464	52,150	46,403	46,413	52.9%
<u>Contracted Services</u>						
Travel & Training	26,200	5,773	14,400	11,800	11,800	55.0%
PR/Postage/Phone	85,190	3,207	51,434	33,743	33,756	60.4%
Maintenance	281,769	6,623	98,163	183,579	183,607	34.8%
Insurance	40,000	26,832	28,640	11,360	11,360	71.6%
Leases	10,062	420	7,957	1,717	2,105	79.1%
Utilities	131,406	8,399	65,388	65,769	66,018	49.8%
Professional Services	148,442	11,019	79,644	68,365	68,799	53.7%
Library Material Control	41,800	-	38,035	3,765	3,765	91.0%
Interlibrary Delivery Service	13,750	-	12,204	1,546	1,546	88.8%
Subtotal	778,619	62,273	395,865	381,642	382,754	50.8%
<u>Library Materials</u>						
Books	277,849	15,273	123,952	138,708	153,898	44.6%
Periodicals	22,201	158	2,084	18,071	20,117	9.4%
Audio/Visual	139,786	9,023	48,102	76,783	91,683	34.4%
Portable Audio	14,178	935	7,623	6,377	6,555	53.8%
Electronic Data	342,948	15,166	155,606	164,759	187,343	45.4%
Interlibrary Loan Fees	100	-	54	46	46	53.7%
Library Material Repair	15,853	1,333	9,067	6,557	6,786	57.2%
Library Material, Other	5,637	(56)	1,660	1,340	3,977	0.0%
Subtotal	818,553	41,832	348,148	412,641	470,405	42.5%
<u>Capital</u>						
Land Improvements	-	-	-	-	-	0.0%
Building Improvements	6,000	1,704	4,823	1,177	1,177	80.4%
Furniture/Hardware/Software	216,161	548	195,619	20,542	20,542	90.5%
Subtotal	222,161	2,253	200,442	21,719	21,719	90.2%
<u>Miscellaneous</u>						
Dues/Memberships	19,500	-	9,528	9,972	9,972	48.9%
Special Assessments	11,200	860	1,448	9,752	9,752	0.0%
Refunds/Reimbursements	350	(10)	93	257	257	26.6%
Other Misc Expenses	-	-	-	-	-	0.0%
Subtotal	31,050	850	11,069	19,981	19,981	35.6%
<u>Other Expenses</u>						
Contingency Fund	20,000	-	-	-	20,000	0.0%
Transfers	680,000	-	-	-	680,000	0.0%
Subtotal	700,000	-	-	-	700,000	0.0%
Grand Total	\$ 6,380,801	\$ 408,006	\$ 3,058,457	\$ 1,070,739	\$ 3,322,344	47.9%

WESTLAKE PORTER PUBLIC LIBRARY

EXPENSE REPORT - OTHER FUNDS

As of: July 31, 2023

<i>Expenditure Fund/Accounts</i>	<i>Combined Appropriations</i>	<i>Combined Year-to-Date Expenses</i>	<i>Combined Encumbrances</i>	<i>% through the year: 58%</i>	
				<i>Combined Unexpended Balance</i>	<i>% Combined Expended Balance</i>
<u>410 - Development Fund</u>					
Supplies	11,960	5,352	6,608	6,608	44.75%
Contracted Services	4,090	1,100	2,990	2,990	26.89%
Library Materials	9,690	7,036	2,259	2,654	72.61%
Capital Outlay	-	-	-	-	0.00%
Miscellaneous	-	-	-	-	0.00%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 25,740	\$ 13,488	\$ 11,856	\$ 12,252	52.40%
<u>420 - Friends of Library Fund</u>					
Supplies	18,091	7,235	10,856	10,856	39.99%
Contracted Services	10,050	2,643	7,407	7,407	26.30%
Library Materials	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	0.00%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 28,141	\$ 9,878	\$ 18,263	\$ 18,263	35.10%
<u>450 - Permanent Imp. Fund</u>					
Contracted Services	73,350	8,709	64,641	64,641	11.87%
Capital Outlay	972,851	525,419	445,470	447,432	54.01%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 1,046,201	\$ 534,128	\$ 510,110	\$ 512,072	51.05%
<u>475 - Automation Fund</u>					
Supplies	-	-	-	-	0.00%
Contracted Services	-	-	-	-	0.00%
Capital Outlay	185,491	111,294	73,610	74,197	60.00%
Total	\$ 185,491	\$ 111,294	\$ 73,610	\$ 74,197	60.00%

Westlake Porter Public Library
Public Library Fund
2019 - 2023

	2019	2020	2021	2022	2023
Original Estimate	1,176,677.88	1,224,607.07	1,220,878.60	1,277,952.48	1,530,593.60
Actual	1,212,642.99	1,210,379.78	1,364,961.70	1,476,595.82	
Difference	35,965.11	(14,227.29)	144,083.10	198,643.34	

Month	2019	2020	2021	2022	2023
Jan	93,343.11	97,796.10	102,455.24	117,102.76	120,175.88
Feb	112,221.83	117,550.40	118,200.71	131,419.43	139,969.12
Mar	80,785.12	86,227.90	97,966.59	98,612.84	105,518.63
Apr	74,575.10	69,968.09	83,644.67	96,222.48	96,910.92
May	124,930.53	80,899.48	116,198.57	169,367.26	140,652.68
Jun	110,059.03	92,970.31	149,215.96	129,742.03	141,690.29
Jul	111,530.61	113,945.67	137,767.22	138,955.50	140,296.37
Aug	90,756.56	124,729.08	100,700.83	104,169.09	
Sep	109,034.87	115,601.98	119,250.24	127,626.25	
Oct	99,444.27	99,265.09	112,106.18	119,181.99	
Nov	102,739.64	104,468.13	111,223.59	117,142.59	
Dec	103,222.32	106,957.55	116,231.90	127,053.60	

TOTALS \$1,212,642.99 \$1,210,379.78 \$1,364,961.70 \$1,476,595.82 \$ 885,213.89

Change from previous year:			
2020	2021	2022	2023
Dollar amount change:			
\$ (2,263)	\$ 154,582	\$ 111,634	

Percentage Change			
2020	2021	2022	2023
4.77%	4.76%	14.30%	2.62%
4.75%	0.55%	11.18%	6.51%
6.74%	13.61%	0.66%	7.00%
-6.18%	19.55%	15.04%	0.72%
-35.24%	43.63%	45.76%	-16.95%
-15.53%	60.50%	-13.05%	9.21%
2.17%	20.91%	0.86%	0.96%
37.43%	-19.26%	3.44%	
6.02%	3.16%	7.02%	
-0.18%	12.94%	6.31%	
1.68%	6.47%	5.32%	
3.62%	8.67%	9.31%	

**(2023 vs
2022)**

3,073.12
8,549.69
6,905.79
688.44
(28,714.58)
11,948.26
1,340.87

2023 Year-to-Date Compared to 2022	
2022	881,422.30
2023	885,213.89
\$ Difference	3,791.59
% Difference	0.43%

WESTLAKE PORTER PUBLIC LIBRARY

General Fund Financial Summary

As of: August 31, 2023

	<u>Projected</u>	<u>Actual</u>	<u>Difference</u>	<u>Notes</u>
Revenue				
Property Tax	2,591,105	3,829,354	1,238,250	All property tax revenue for the year has been received
PLF	977,498	992,512	15,013	
Other	189,422	170,566	(18,856)	
TOTAL	3,758,025	4,992,432	1,234,407	
Expenses				
Salaries & Benefits	2,487,903	2,341,959	(145,945)	on track
Supplies	65,709	57,862	(7,847)	
Contracted Services	519,079	462,584	(56,495)	
Library Materials	545,702	406,654	(139,048)	
Capital	148,107	202,412	54,304	annual payment for Sirsi made in February, which represents a large portion of this expense category
Miscellaneous	20,700	18,949	(1,751)	
Other Expenses	466,667	-	(466,667)	Transfers out to Perm Improvement & Automation funds, which occur at the end of the year
TOTAL	4,253,867	3,490,419	(763,448)	

WESTLAKE PORTER PUBLIC LIBRARY
YEAR TO DATE BANK REPORT
As of: August 31, 2023

BANK DESCRIPTION	BEGINNING BALANCE	YTD REVENUE	YTD EXPENSE	TRANSFERS IN	TRANSFERS OUT	CURRENT BALANCE
FFL - CREDIT CARD	\$ 965.49	\$ 40,042.42	\$ 1,443.57	\$ -	\$ 39,000.00	\$ 564.34
FFL - GENERAL CHECKING	\$ 194,935.05	\$ 65,921.70	\$ 4,139,517.36	\$ 3,975,934.76	\$ 32,533.01	\$ 64,741.14
FFL - RETAINAGE	\$ 38,454.25	\$ 222.82	\$ -	\$ 32,533.01	\$ 41,251.49	\$ 29,958.59
PETTY CASH & CHANGE	\$ 1,343.50	\$ -	\$ -	\$ -	\$ -	\$ 1,343.50
TOTAL	\$ 235,698.29	\$ 106,186.94	\$ 4,140,960.93	\$ 4,008,467.77	\$ 112,784.50	\$ 96,607.57
FFL - MONEY MARKET	\$ 176,060.56	\$ 4,596.38	\$ -	\$ 3,954,723.04	\$ 3,925,406.31	\$ 209,973.67
US BANK	\$ 4,368,969.00	\$ 40,055.36	\$ 3,333.41	\$ -	\$ -	\$ 4,405,690.95
STAR OHIO	\$ 1,540,180.54	\$ 4,880,621.22	\$ 53,929.94	\$ -	\$ 3,925,000.00	\$ 2,441,871.82
TOTAL	\$ 6,085,210.10	\$ 4,925,272.96	\$ 57,263.35	\$ 3,954,723.04	\$ 7,850,406.31	\$ 7,057,536.44
TOTAL - ALL BANKS	\$ 6,320,908.39	\$ 5,031,459.90	\$ 4,198,224.28	\$ 7,963,190.81	\$ 7,963,190.81	\$ 7,154,144.01

WESTLAKE PORTER PUBLIC LIBRARY

STATEMENT OF CASH POSITION

As of: August 31, 2023

FUND DESCRIPTION	BEGINNING BALANCE	Y-T-D REVENUE	Y-T-D EXPENSE	UNEXPENDED BALANCE	OUTSTANDING ENCUMBERANCE	ENDING BALANCE
101 GENERAL FUND	\$ 4,507,076.26	\$ 4,992,432.27	\$ 3,490,419.38	\$ 6,009,089.15	\$ 891,790.27	\$ 5,117,298.88
410 DEVELOPMENT FUND	\$ 42,179.77	\$ 12,543.51	\$ 16,029.20	\$ 38,694.08	\$ 9,315.03	\$ 29,379.05
420 FRIENDS OF THE LIBRARY	\$ 10,359.81	\$ 17,782.00	\$ 13,779.26	\$ 14,362.55	\$ 14,361.74	\$ 0.81
450 PERMANENT IMPROVEMENT	\$ 1,312,565.83	\$ 6,422.70	\$ 562,417.69	\$ 756,570.84	\$ 481,820.91	\$ 274,749.93
475 AUTOMATION FUND	\$ 421,753.65	\$ 2,126.20	\$ 115,578.75	\$ 308,301.10	\$ 69,324.50	\$ 238,976.60
703 FRANCIS EGGER TRUST	\$ 26,973.07	\$ 153.22	\$ -	\$ 27,126.29	\$ -	\$ 27,126.29
TOTAL:	\$ 6,320,908.39	\$ 5,031,459.90	\$ 4,198,224.28	\$ 7,154,144.01	\$ 1,466,612.45	\$ 5,687,531.56

WESTLAKE PORTER PUBLIC LIBRARY

REVENUE REPORT - GENERAL FUND

As of: August 31, 2023

% through the year.

67%

<i>Revenue Accounts</i>	<i>Budgeted Revenue</i>	<i>Month-to- Date Revenues</i>	<i>Year-to-Date Revenue</i>	<i>Uncollected Balance</i>	
Property Tax	3,504,712	1,350,209	3,639,061	(134,349)	103.8%
Homestead Rollback	381,945	-	190,293	191,652	49.8%
Subtotal	3,886,657	1,350,209	3,829,354	57,303	98.5%
PLF	1,466,248	107,298	992,512	473,736	67.7%
Grants	24,380	-	4,500	19,880	18.5%
Patron Fines & Fees	8,833	1,024	6,898	1,935	78.1%
Interest	140,000	11,374	94,928	45,073	67.8%
Contributions	500	-	-	500	0.0%
Refunds/Reimbursements/Misc	110,420	7,789	64,240	46,180	58.2%
Transfers	-	-	-	-	0.0%
TOTAL	\$ 5,637,038	\$ 1,477,693	\$ 4,992,432	\$ 644,605	88.6%

WESTLAKE PORTER PUBLIC LIBRARY

EXPENSE REPORT - GENERAL FUND

As of: August 31, 2023

% through the year: 67%

<i>Expenditure Accounts</i>	<i>Combined Appropriations</i>	<i>Combined Month-to-Date Expenses</i>	<i>Combined Year-to-Date Expenses</i>	<i>Combined Encumbrances</i>	<i>Combined Unexpended Balance</i>	<i>% Combined Expended Balance</i>
<u>Salaries & Benefits</u>						
Salaries	2,861,200	219,442	1,814,320	-	1,046,880	63.4%
OPERS	399,168	30,602	223,133	-	176,035	55.9%
Insurance	466,487	41,132	303,506	146,191	162,981	65.1%
Other Employee Benefits	5,000	-	1,000	4,000	4,000	20.0%
Subtotal	3,731,855	291,176	2,341,959	150,191	1,389,896	62.8%
<u>Supplies</u>						
Administrative Supplies	65,164	3,304	40,291	24,862	24,872	61.8%
Maintenance Supplies	30,000	2,266	15,041	14,959	14,959	50.1%
Vehicle Fuel & Supplies	3,400	142	2,529	871	871	74.4%
Subtotal	98,564	5,712	57,862	40,691	40,701	58.7%
<u>Contracted Services</u>						
Travel & Training	28,700	934	15,335	13,365	13,365	53.4%
PR/Postage/Phone	85,190	9,211	60,645	24,532	24,545	71.2%
Maintenance	281,849	14,313	112,476	169,345	169,373	39.9%
Insurance	40,000	6,547	35,187	4,813	4,813	88.0%
Leases	10,062	320	8,277	1,397	1,785	82.3%
Utilities	131,406	7,516	72,904	58,253	58,502	55.5%
Professional Services	145,862	27,877	107,521	37,907	38,342	73.7%
Library Material Control	41,800	-	38,035	3,765	3,765	91.0%
Interlibrary Delivery Service	13,750	-	12,204	1,546	1,546	88.8%
Subtotal	778,619	66,719	462,584	314,924	316,035	59.4%
<u>Library Materials</u>						
Books	277,849	19,830	143,781	118,878	134,068	51.7%
Periodicals	22,201	187	2,271	17,884	19,929	10.2%
Audio/Visual	139,786	5,966	54,069	70,817	85,717	38.7%
Portable Audio	14,178	899	8,522	5,478	5,657	60.1%
Electronic Data	342,948	30,169	185,774	134,590	157,174	54.2%
Interlibrary Loan Fees	100	-	54	46	46	53.7%
Library Material Repair	15,853	1,412	10,479	5,146	5,374	66.1%
Library Material, Other	5,637	43	1,704	1,296	3,934	0.0%
Subtotal	818,553	58,506	406,654	354,135	411,899	49.7%
<u>Capital</u>						
Land Improvements	-	-	-	-	-	0.0%
Building Improvements	6,000	-	4,823	1,177	1,177	80.4%
Furniture/Hardware/Software	216,161	1,970	197,588	18,572	18,572	91.4%
Subtotal	222,161	1,970	202,412	19,749	19,749	91.1%
<u>Miscellaneous</u>						
Dues/Memberships	19,500	7,881	17,409	2,092	2,092	89.3%
Special Assessments	11,200	-	1,448	9,752	9,752	0.0%
Refunds/Reimbursements	350	-	93	257	257	26.6%
Other Misc Expenses	-	-	-	-	-	0.0%
Subtotal	31,050	7,881	18,949	12,101	12,101	61.0%
<u>Other Expenses</u>						
Contingency Fund	20,000	-	-	-	20,000	0.0%
Transfers	680,000	-	-	-	680,000	0.0%
Subtotal	700,000	-	-	-	700,000	0.0%
Grand Total	\$ 6,380,801	\$ 431,962	\$ 3,490,419	\$ 891,790	\$ 2,890,382	54.7%

WESTLAKE PORTER PUBLIC LIBRARY

EXPENSE REPORT - OTHER FUNDS

As of: August 31, 2023

				% through the year: 67%	
<i>Expenditure Fund/Accounts</i>	<i>Combined Appropriations</i>	<i>Combined Year-to-Date Expenses</i>	<i>Combined Encumbrances</i>	<i>Combined Unexpended Balance</i>	<i>% Combined Expended Balance</i>
<i><u>410 - Development Fund</u></i>					
Supplies	11,960	7,757	4,203	4,203	64.86%
Contracted Services	4,090	1,100	2,990	2,990	26.89%
Library Materials	9,690	7,172	2,122	2,518	74.02%
Capital Outlay	-	-	-	-	0.00%
Miscellaneous	-	-	-	-	0.00%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 25,740	\$ 16,029	\$ 9,315	\$ 9,711	62.27%
<i><u>420 - Friends of Library Fund</u></i>					
Supplies	18,091	9,211	8,880	8,880	50.92%
Contracted Services	10,050	4,568	5,482	5,482	45.45%
Library Materials	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	0.00%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 28,141	\$ 13,779	\$ 14,362	\$ 14,362	48.97%
<i><u>450 - Permanent Imp. Fund</u></i>					
Contracted Services	73,350	8,709	64,641	64,641	11.87%
Capital Outlay	972,851	553,709	417,180	419,142	56.92%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 1,046,201	\$ 562,418	\$ 481,821	\$ 483,783	53.76%
<i><u>475 - Automation Fund</u></i>					
Supplies	-	-	-	-	0.00%
Contracted Services	-	-	-	-	0.00%
Capital Outlay	185,491	115,579	69,325	69,912	62.31%
Total	\$ 185,491	\$ 115,579	\$ 69,325	\$ 69,912	62.31%

Westlake Porter Public Library
Public Library Fund
2019 - 2023

	2019	2020	2021	2022	2023
Original Estimate	1,176,677.88	1,224,607.07	1,220,878.60	1,277,952.48	1,530,593.60
Actual	1,212,642.99	1,210,379.78	1,364,961.70	1,476,595.82	
Difference	35,965.11	(14,227.29)	144,083.10	198,643.34	

Month	2019	2020	2021	2022	2023
Jan	93,343.11	97,796.10	102,455.24	117,102.76	120,175.88
Feb	112,221.83	117,550.40	118,200.71	131,419.43	139,969.12
Mar	80,785.12	86,227.90	97,966.59	98,612.84	105,518.63
Apr	74,575.10	69,968.09	83,644.67	96,222.48	96,910.92
May	124,930.53	80,899.48	116,198.57	169,367.26	140,652.68
Jun	110,059.03	92,970.31	149,215.96	129,742.03	141,690.29
Jul	111,530.61	113,945.67	137,767.22	138,955.50	140,296.37
Aug	90,756.56	124,729.08	100,700.83	104,169.09	107,297.70
Sep	109,034.87	115,601.98	119,250.24	127,626.25	
Oct	99,444.27	99,265.09	112,106.18	119,181.99	
Nov	102,739.64	104,468.13	111,223.59	117,142.59	
Dec	103,222.32	106,957.55	116,231.90	127,053.60	

TOTALS \$1,212,642.99 \$1,210,379.78 \$1,364,961.70 \$1,476,595.82 \$ 992,511.59

Change from previous year:			
2020	2021	2022	2023
Dollar amount change:			
\$ (2,263)	\$ 154,582	\$ 111,634	

Percentage Change			
2020	2021	2022	2023
4.77%	4.76%	14.30%	2.62%
4.75%	0.55%	11.18%	6.51%
6.74%	13.61%	0.66%	7.00%
-6.18%	19.55%	15.04%	0.72%
-35.24%	43.63%	45.76%	-16.95%
-15.53%	60.50%	-13.05%	9.21%
2.17%	20.91%	0.86%	0.96%
37.43%	-19.26%	3.44%	3.00%
6.02%	3.16%	7.02%	
-0.18%	12.94%	6.31%	
1.68%	6.47%	5.32%	
3.62%	8.67%	9.31%	

**(2023 vs
2022)**

3,073.12
8,549.69
6,905.79
688.44
(28,714.58)
11,948.26
1,340.87
3,128.61

2023 Year-to-Date Compared to 2022	
2022	985,591.39
2023	992,511.59
\$ Difference	6,920.20
% Difference	0.70%

WESTLAKE PORTER PUBLIC LIBRARY**Account Transfer - General Fund****Informational****September 20, 2023**

FROM:		TO:	
101-00-57220 (ELECTION ASSESSMENT)	\$ (250.00)	101-00-57250 (STATE SALES TAX)	\$ 250.00
101-00-53710 (CONSULTING SERVICES)	\$ (2,500.00)	101-00-53120 (EXTERNAL TRAINING)	\$ 2,500.00
101-00-53730 (BANK FEES)	\$ (80.00)	101-00-53340 (SECURITY ALARM MONITORING)	\$ 80.00
101-00-53730 (BANK FEES)	\$ (1,930.00)	101-00-53740 (AUDIT FEES)	\$ 1,930.00
101-00-52120 (LIBRARY SUPPLIES)	\$ (300.00)	101-00-52150 (OFFICE SUPPLIES)	\$ 300.00
101-00-53320 (EQUIPMENT MAINTENANCE)	\$ (720.00)	101-00-53340 (SECURITY ALARM MONITORING)	\$ 720.00

Westlake Porter Public Library

Check Register

7/1/23 - 7/31/23

Payment Date	Check Number	Vendor	Description	Payment Amount
7/13/2023	42269	PETTY CASH - CUSTODIAN	Plastic Baskets	66.59
7/13/2023	42261	BAKER & TAYLOR	Juvenile/YA Books	245.31
7/13/2023	42263	CAROL AND JOHN'S COMIC SHOP	Comic Books for FCBD	280.00
7/13/2023	42265	Jennifer L Nebraska	Yoga @ the Pavilion	75.00
7/13/2023	42264	GO GREEN LANDSCAPING LLC	Landscape Maint - July 2023	1,313.63
7/13/2023	42262	BPI INFORMATION SYSTEMS	SQL & Windows Server 2022 Standard Core	2,239.00
7/13/2023	42266	Kanopy Inc	Kanopy Videos	489.60
7/13/2023	42268	OHIONET	Barcode Labels	3,754.00
7/13/2023	42270	PLAIN DEALER	Plain Dealer - June 2023	151.80
7/13/2023	42272	Valerie Williams	Learn American Sign Language	200.00
7/13/2023	42271	UNIQUE MANAGEMENT SERVICES INC	Collection Agency & Phone Notifications- June 2023	444.15
7/13/2023	42267	MIDWEST TAPE	Hoopla Downloadables & eBooks	6,730.58
7/17/2023	2023000067	PNC BANK N.A.	CC Payment	70,658.77
7/18/2023	42274	CENTER POINT PUBLISHING	Adult Books	195.36
7/18/2023	42277	Regency Construction Services, Inc	2022 Library Renovation Projects	47,127.61
7/18/2023	42273	Blue Technologies	Blue Tech Copiers 5/22 - 6/21/23	363.55
7/18/2023	42278	Today's Business Solutions, Inc	TBS PC/Print Mgmt System	621.00
7/18/2023	42275	Ohio Treasurer of State	CR59ED Renewal	61.50
7/18/2023	42276	Standard Landscape Services, Inc	Reading Garden	8,802.57
7/20/2023	2023000006	COUNTY AUDITOR	Treasurer & Auditor Fees	6,986.82
7/20/2023	2023000070	TREASURER OF STATE OF OHIO	State Sales Tax - 1st half 2023	859.90
7/27/2023	42279	Amanda Nyx Drummond	Neurographic Drawing	125.00
7/27/2023	42282	Games Done Legit	Family Gaming Event	250.00
7/27/2023	42281	Galley Printing Company, Inc	Bookmarks - BookNook/Makerspace	163.00
7/27/2023	42280	BPI INFORMATION SYSTEMS	APC Smart UPS	2,378.00
7/27/2023	2023000071	CITY OF WESTLAKE - SEWERS	Sewers 3/31 - 6/30/23	227.50
7/27/2023	2023000072	The Illuminating Company	Electricity 5/1 - 5/30/23	6,584.77
7/27/2023	2023000073	Columbia Gas	Natural Gas 5/24 - 6/23/23	940.41
7/27/2023	2023000074	City of Cleveland Division of Water	Water Usage 5/20 - 6/21/23	646.00
7/27/2023	2023000075	INGRAM BOOK COMPANY	Adult Books, Audiobooks, Juvenile/YA Books, Materials Processing	16,215.02
7/27/2023	2023000076	TREASURER OF STATE OF OHIO	State Audit of 2022	1,988.50
7/27/2023	2023000077	Stark County Educational Service Center	Medical, Dental and Life Insurance - July 2023	38,158.77
7/31/2023	2023000008	BANKS	Bank & Investment Fees	170.77
7/31/2023	2023000078	PAYCHEX INC	Bank & Investment Fees	1,090.51
7/31/2023	2023000008	BANKS	Bank & Investment Fees	416.69
		TOTAL		221,021.68

Westlake Porter Public Library
Check Register 8/1/23 - 8/31/23

Payment Date	Check Number	Vendor	Description	Payment Amount
8/3/2023	42286	BAKER & TAYLOR	Juvenile/YA Books & materials processing	487.32
8/3/2023	42297	VEDDA PRINTING	Notes - Aug/Sept 2023	5,420.00
8/3/2023	42294	SOFTWARE SOLUTIONS INC	SSI Cloud Backup & Recovery 9/1/23 - 8/31/24	2,140.00
8/3/2023	42283	American Interiors, Inc	2022 Library Renovation - Furniture	1,001.34
8/3/2023	42288	Cengage Learning Inc	Adult Books	849.42
8/3/2023	42284	Automation Mailing & Shipping Solutions Inc	Postage Machine Annual Rental Add On	80.00
8/3/2023	42290	J D Power	Used Cars & Older Used Cards 9/1/23 - 8/31/24	388.00
8/3/2023	42291	Jennifer L Nebraska	Yoga @ the Pavilion	75.00
8/3/2023	42295	THE NEW YORK TIMES	New York Times 6/30/23 - 6/27/24	2,100.80
8/3/2023	42285	Jet Signs	Sept Hilliard Banner	600.00
8/3/2023	42298	Weston Woods Studios, Inc	Audiobooks	29.66
8/3/2023	42289	Khan Spryre, LLC	Comic Books	66.47
8/3/2023	42296	Vanessa Zoellner	Kindness Cactus Paint Party	500.00
8/3/2023	42287	Blue Technologies	Blue Tech Copiers 6/22 - 7/21/23	290.60
8/3/2023	42292	Kanopy Inc	Kanopy Videos	516.60
8/3/2023	42293	MIDWEST TAPE	Hoopla Downloadables	7,483.78
8/15/2023	42299	BAKER & TAYLOR	Juvenile/YA Books & materials processing	182.29
8/15/2023	42303	CAVENDISH SQUARE PUBLISHING LLC	Juvenile/YA Books	204.44
8/15/2023	42301	Brookside Construction Services, Inc	Irrigation Repairs	565.00
8/15/2023	42302	Bugs Bee Gone Exterminating	Exterminator Service	340.00
8/15/2023	42306	Jennifer L Nebraska	Summer Yoga with Ms Jen	325.00
8/15/2023	42307	KMU Trucking & Excavating LLC	Concrete	19,885.00
8/15/2023	42305	GO GREEN LANDSCAPING LLC	Weed Removal - Reading Garden	510.00
8/15/2023	42308	Largely Literary Theater Company LLC	Twilight Zone	250.00
8/15/2023	42310	MESSINA FLOOR MAINTENANCE LLC	Carpet Cleaning - June & July 2023	1,750.00
8/15/2023	42312	SMITH & OBY SERVICE COMPANY	HVAC #1 Repairs	4,134.28
8/15/2023	42311	Villager Newspaper	PR Ads - Villager	215.00
8/15/2023	42314	UNIQUE MANAGEMENT SERVICES INC	Collection Agency & Phone notifications- July 2023	396.95
8/15/2023	42309	Life Safety Systems, LLC	Fire Alarm Inspection 9/2023 - 9/2024	1,820.01
8/15/2023	42304	Cleveland Magic and Balloons LLC	Summer Balloon Creations	250.00
8/15/2023	42313	THE OHIO STATE UNIVERSITY	VMware Maint 8/21/23 - 8/20/24	601.25
8/15/2023	42300	BIBLIOTHECA, LLC	WIN10 Upgrade Kits	3,505.33
8/15/2023	2023000007	COUNTY AUDITOR	Treasurer & Auditor Fees	13,838.09
8/23/2023	42317	CENTER POINT PUBLISHING	Adult Books	195.36
8/23/2023	42318	CONNECTING FOR KIDS	Learning Disability Online Guides & Learning Disability Showcase	10,625.00
8/23/2023	42319	DENNIS R SUTCLIFFE	Bloody Corner & Beyond	100.00

Westlake Porter Public Library
Check Register 8/1/23 - 8/31/23

Payment Date	Check Number	Vendor	Description	Payment Amount
8/23/2023	42315	BAKER & TAYLOR	Juvenile/YA Books	65.86
8/23/2023	42316	Cengage Learning Inc	Adult Books	933.40
8/23/2023	42320	NEWSBANK INC	CLE Plain Dealer & HeritageHub 2024	9,491.00
8/23/2023	42321	PLAIN DEALER	Plain Dealer - July 2023	168.30
8/24/2023	2023000079	PNC BANK N.A.	CC Payment	52,717.12
8/30/2023	42324	Automation Mailing & Shipping Solutions Inc	Postage Machine Ink Cart.	240.97
8/30/2023	42322	Alison McKim	Wild Edibles	50.00
8/30/2023	42326	Debra Angela Parker	Jazz Up Your Accessory	200.00
8/30/2023	42328	Lindsay Rene Bonilla Orrego	Around the World Adventures	475.00
8/30/2023	42323	Alison McKim	Wild Edibles - Staff Appr Week	200.00
8/30/2023	42332	The Movement Project	Body Rhythm	450.00
8/30/2023	42325	Cengage Learning Inc	Adult Books	185.17
8/30/2023	42331	Tech Logic Corporation	Shelf Mgmt System & Wand License 10/1/23 - 9/30/24	442.00
8/30/2023	42329	North East Fire Protection LLC	Rebuld & test backflow	3,268.90
8/30/2023	42327	Jim's All Seasons LLC	Tree service	1,000.00
8/30/2023	42330	OASIS WINDOW CLEANING	Window Cleaning	1,600.00
8/30/2023	2023000081	City of Cleveland Division of Water	Water Usage 6/22 - 7/19/23	428.74
8/30/2023	2023000082	The Illuminating Company	Electricity 5/31 - 6/28/23	6,705.06
8/30/2023	2023000083	Columbia Gas	Natural Gas 6/23 - 7/25/23	382.42
8/30/2023	2023000084	INGRAM BOOK COMPANY	Adult Books, iPage Reviews, Juvenile/YA Books, Audiobooks, Materials processing	16,542.21
8/30/2023	2023000085	TREASURER OF STATE OF OHIO	State Audit of 2022	799.50
8/30/2023	2023000086	Stark County Educational Service Center	Medical, Dental and Life Insurance - Aug 2023	38,161.90
8/31/2023	2023000009	BANKS	Bank & Investment Fees	192.51
8/31/2023	2023000087	PAYCHEX INC	Bank & Investment Fees	1,127.06
8/31/2023	2023000009	BANKS	Bank & Investment Fees	416.74
			Total	217,965.85

Visa Payment Detail
For Check #2023000067 dated 7/17/23

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
7/1/2023	AMAZON.COM	Fire HD Tablet	3547431	232006	89.99
6/8/2023	MIDWEST TAPE	Serious Music Books/Materials - Sonenfield	20230608	232013	20.99
6/15/2023	MIDWEST TAPE	Serious Music Books/Materials - Sonenfield	20230615	232013	38.07
6/23/2023	MIDWEST TAPE	Serious Music Books/Materials - Sonenfield	20230623	232013	11.99
6/28/2023	AMAZON.COM	Parade Candy, Bubble Wands	6836250	233001	142.84
6/15/2023	AMAZON.COM	Jumbo Wood Craft Sticks	5823465	233002	8.95
6/18/2023	AMAZON.COM	Paint Pens, Scissors, Pinstripe Tape, etc	2293814	233002	63.91
6/28/2023	AMAZON.COM	Paper Bowls, WikkiStix, Space Stickers	4513834	233002	98.47
6/28/2023	AMAZON.COM	Squishmallows 3-pack	5573850	233002	36.89
6/29/2023	AMAZON.COM	Mancala, Milk Powder, Markers, etc	3412232	233002	46.00
6/29/2023	AMAZON.COM	Water Balloons, Easel, Games, etc	8395414	233002	100.33
6/29/2023	AMAZON.COM	Retro Video Games, Puppets, etc	0477833	233002	220.91
6/30/2023	AMAZON.COM	Paper Plates	2070669	233002	17.98
6/30/2023	AMAZON.COM	Toys, Games, Tie Dye Kit, etc	5808269	233002	260.28
6/25/2023	APPLE STORE	iCloud 200GB Storage Plan	MQVLB5509S	233002	2.99
6/19/2023	GIANT EAGLE INCORPORATED	Veggies, Soup, etc	Giant Eagle	233002	19.98
6/20/2023	ORIENTAL TRADING COMPANY	Camp Sign, Jellyfish Hat Kits	725077530	233002	75.92
6/4/2023	STARBUCKS	Starbucks Gift Card	Starbucks	233002	5.00
6/28/2023	WALMART	Paper Plates	Walmart	233002	2.91
6/16/2023	AMAZON.COM	Color Changing Beads	0786625	233003	23.96
6/18/2023	AMAZON.COM	Elastic Cord	9063451	233003	7.99
6/18/2023	AMAZON.COM	Smiley Face Beads	2293814	233003	6.99
6/28/2023	AMAZON.COM	Corn Starch, Green Food Coloring	4513834	233003	39.76
6/30/2023	AMAZON.COM	Wood Pumpkin Cutouts	9401019	233003	13.99
6/20/2023	ORIENTAL TRADING COMPANY	Christmas Character Kits	725077530	233003	51.96
6/29/2023	ORIENTAL TRADING COMPANY	Stickers, Magic Color Shapes	725240071	233003	39.74
6/8/2023	AMAZON.COM	Refund - Cupcake Stand	1393807	233009	(22.99)
6/6/2023	MARC'S	Drinks, Popcorn	Marc's	233010	7.00
6/20/2023	The Nut Shop	Za'atar herb	Nut Shop	233010	4.55
6/27/2023	EBAY	Canon MiniDV Digital Camcorder	07-10225-74874	233022	210.94
6/14/2023	AMAZON.COM	LG FHD 32-Inch Computer Monitor	9501069	234001	199.99
6/14/2023	AMAZON.COM	Computer & Monitor Mounts, Internal SSD, etc	5929828	234001	279.89
6/13/2023	B & H PHOTO-VIDEO-PROAUDIO	APC Replacement Batteries	900153249	234001	342.85
6/15/2023	AMAZON.COM	3D Printer Accessories	0873049	234015	103.65
6/23/2023	AMAZON.COM	3D Printer Accessories	2485007	234015	55.98
6/27/2023	AMAZON.COM	3D Printer Accessories	2981840	234015	27.77

Visa Payment Detail
For Check #2023000067 dated 7/17/23

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
6/23/2023	GAS STATIONS	Gasoline for Van - ALA Conf 2023	Sunoco	235001	47.41
6/27/2023	GAS STATIONS	Gasoline for Van - ALA Conf 2023	Sunoco	235001	35.84
6/27/2023	HOTELS	Mangels - Hotel/Parking - ALA Conf 2023	Hyatt	235001	1,368.20
6/27/2023	HOTELS	Shields - Hotel - ALA Conf 2023	Hyatt	235001	1,094.08
6/27/2023	HOTELS	Statler - Hotel - ALA Conf 2023	Hyatt	235001	1,094.08
6/27/2023	HOTELS	Smith, E - Hotel - ALA Conf 2023	20230627	235001	1,094.08
6/23/2023	RESTAURANTS	Mangels - Meal - ALA Conf 2023	20230623	235001	11.08
6/23/2023	RESTAURANTS	Group Meal - ALA Conf 2023	20230623	235001	73.64
6/23/2023	RESTAURANTS	Statler - Meal - ALA Conf 2023	20230623	235001	17.28
6/23/2023	RESTAURANTS	Halvorsen - Meal - ALA Conf 2023	20230623	235001	31.27
6/24/2023	RESTAURANTS	Mangels - Meal - ALA Conf 2023	20230624	235001	12.06
6/24/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230624	235001	3.50
6/24/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230624	235001	12.35
6/24/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230624	235001	13.00
6/24/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230624	235001	32.69
6/24/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230624	235001	4.50
6/24/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230624	235001	17.34
6/24/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230624	235001	38.20
6/25/2023	RESTAURANTS	Mangels - Meal - ALA Conf 2023	20230625	235001	12.06
6/25/2023	RESTAURANTS	Mangels - Meal - ALA Conf 2023	20230625	235001	15.95
6/25/2023	RESTAURANTS	Mangels - Meal - ALA Conf 2023	20230625	235001	21.97
6/25/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230625	235001	33.32
6/25/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230625	235001	4.34
6/25/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230625	235001	15.25
6/26/2023	RESTAURANTS	Mangels - Meal - ALA Conf 2023	20230626	235001	8.50
6/26/2023	RESTAURANTS	Mangels - Meal - ALA Conf 2023	20230626	235001	49.67
6/26/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230626	235001	6.66
6/26/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230626	235001	6.68
6/26/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230626	235001	33.62
6/26/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230626	235001	35.85
6/26/2023	RESTAURANTS	Statler - Meal - ALA Conf 2023	20230626	235001	76.60
6/26/2023	RESTAURANTS	Statler - Meal - ALA Conf 2023	20230626	235001	13.18
6/26/2023	RESTAURANTS	Statler - Meal - ALA Conf 2023	20230626	235001	50.82
6/26/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230626	235001	4.30
6/26/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230626	235001	7.03
6/26/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230626	235001	55.17

Visa Payment Detail
For Check #2023000067 dated 7/17/23

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
6/26/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230626	235001	40.19
6/27/2023	RESTAURANTS	Mangels - Meal - ALA Conf 2023	20230627	235001	14.41
6/27/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230627	235001	11.26
6/27/2023	RESTAURANTS	Shields - Meal - ALA Conf 2023	20230627	235001	11.36
6/27/2023	RESTAURANTS	Smith, E - Meal - ALA Conf 2023	20230627	235001	3.74
6/8/2023	Francotyp-Postalia, Inc.	Postage Machine Lease 6/1 - 8/31/23	RI105792324	235006	180.00
6/20/2023	Precision Roller	Toner	W1408461	235010	99.90
6/9/2023	STAPLES BUSINESS ADVANTAGE	Toner	7610870131	235010	402.54
6/22/2023	STAPLES BUSINESS ADVANTAGE	Toner	7611264691	235010	954.56
6/28/2023	STAPLES BUSINESS ADVANTAGE	Toner	7610870131	235010	172.04
6/5/2023	ACE HARDWARE	Hose couplers	Ace Hardware	235012	24.97
6/15/2023	HOME DEPOT CREDIT SERVICES	Tape, lumber, framing angle	Home Depot	235012	99.10
6/16/2023	HOME DEPOT CREDIT SERVICES	Screws	Home Depot	235012	53.13
6/30/2023	HOME DEPOT CREDIT SERVICES	PVC unions, paint supplies, concrete	Home Depot	235012	390.25
6/24/2023	PVC Pipeworks	PVC fittings	PW7110	235012	94.29
6/23/2023	AMAZON.COM	Zep Disinfectant	2232267	235013	227.94
6/24/2023	HOME DEPOT CREDIT SERVICES	Soap refills	751804774	235013	332.52
6/23/2023	STAPLES BUSINESS ADVANTAGE	Hand soap	7901556234	235013	61.90
6/23/2023	W B MASON	Floor Cleaner, Disinfectant	239286268	235013	237.50
6/30/2023	W B MASON	Hand soap	239441865	235013	278.98
6/17/2023	CONRAD'S	2008 Honda - Brakes, oil change	J215856	235014	958.13
6/30/2023	CONRAD'S	2017 Honda - Oil change, tires (2)	X295251	235014	540.85
6/21/2023	GAS STATIONS	Gasoline for Gator	Speedway	235014	16.46
6/22/2023	GAS STATIONS	Gasoline for 2017 Honda	Speedway	235014	28.00
6/27/2023	GAS STATIONS	Gasoline for 2008 Honda	Speedway	235014	40.06
7/3/2023	GAS STATIONS	Gasoline for 2017 Honda	Speedway	235014	19.25
7/3/2023	GAS STATIONS	Fuel for gas cans	Speedway	235014	12.14
6/15/2023	Sgt Clean Car Wash	Monthly Car Wash Fee	Sgt Clean	235014	26.97
6/16/2023	Sgt Clean Car Wash	Monthly Car Wash Fee	Sgt Clean	235014	26.97
6/13/2023	AMAZON.COM	Power Supply	3729057	235015	151.67
6/26/2023	RUMPKE	Waste & Recycling - June 2023	1308598	235015	383.65
6/29/2023	Schindler Elevator Corporation	Elevator Maint 7/1/23 - 6/30/24	8106295292	235015	3,255.47
6/7/2023	Treasurer State of Ohio	Elevator Certificate Renewal	5322941	235015	330.25
6/25/2023	Treasurer State of Ohio	Boiler Inspection #260612	5326148	235015	68.25
6/25/2023	Treasurer State of Ohio	Boiler Inspection #260613	5326150	235015	68.25
6/25/2023	Treasurer State of Ohio	Boiler Inspection #260614	5326149	235015	68.25

Visa Payment Detail
For Check #2023000067 dated 7/17/23

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
6/5/2023	AMAZON.COM	Epson Claria Bottle Inks	7415414	235018	108.28
6/27/2023	AMAZON.COM	Magnetic Build Plate for 3D Printer	1140203	235018	39.58
6/27/2023	AMAZON.COM	Metric Screw Assortment	1493862	235018	11.97
7/4/2023	AMAZON.COM	Key Rings with Chain & Jumprings	5436214	235018	4.99
7/4/2023	AMAZON.COM	Earring Making Kit	4412233	235018	9.99
6/7/2023	HOME DEPOT CREDIT SERVICES	Bike Rack	WP69337875	235023	198.99
6/15/2023	OFFICE MAX INCORPORATED	Lateral file cabinet	314433401-001	235023	170.99
7/1/2023	INDEED INC	Indeed Job Applies	80886897	235028	36.00
6/27/2023	ROYAL PUBLISHING	PR Ads - 2023 NE District Girls	8092569	235028	75.00
6/29/2023	WESTLAKE BAY VILLAGE OBSERVER	PR Ads - WBVO	WBVO4407	235028	400.00
6/9/2023	WESTLIFE	PR Ad - Westlife	858370	235028	108.00
6/7/2023	Constant Contact	Constant Contact Email Plus	20230607	235031	1,638.00
6/8/2023	AMAZON.COM	HDMI Adapter Ring Kit (2)	0785027	235043	159.98
6/9/2023	AMAZON.COM	USB 2.0 Adapter Cable (8)	5251404	235043	47.04
6/20/2023	THERMAL PAPER DIRECT	Thermal Paper Rolls	S076333-IN	235043	440.70
6/16/2023	SiteGround	Web Hosting - 1 Year	3967842	235044	179.88
6/25/2023	VIRTUAL SYSTEMS	VCC Performance Tier Backup	413685	235044	440.00
6/22/2023	THE CINCINNATI INSURANCE COMPANY	Insurance - Commercial with Auto	1000365793	235053	26,832.00
6/20/2023	PAYCHEX INC	Paychex Onboarding Monthly Fee	3610849	235060	100.00
6/25/2023	AMAZON.COM	Pencils	2749064	235065	14.85
6/5/2023	MYRON CORP	2024 Calendars	Q133757500	235065	185.64
6/24/2023	STAPLES BUSINESS ADVANTAGE	Sharpies, Pens, Tape, etc	7901606391	235065	45.30
6/30/2023	STAPLES BUSINESS ADVANTAGE	Rubber Bands, Pens	7377789098	235065	43.47
6/20/2023	Ohio Treasurer of State	Nassif - CPIM Certification Fee	63340	235070	100.00
6/20/2023	Ohio Treasurer of State	Waryk - CPIM Certification Fee	63341	235070	100.00
6/18/2023	AMAZON.COM	Passport Photo Supplies	0042635	235078	95.64
6/15/2023	AMAZON.COM	Floating Picture Frames	3289010	235079	816.60
6/6/2023	FASTSIGNS	Book Nook Graphics	141-4631	235079	453.74
6/26/2023	FASTSIGNS	Acrylic Letters - New Film Releases	141-4993	235079	434.00
6/16/2023	Breezeline	Breezeline Phone Svc 5/26 - 6/25/23	0060250	235083	61.92
6/29/2023	EASTON TELECOM SERVICES LLC	Easton Phone Svc 6/10 - 7/9/23	1152920	235083	674.50
6/21/2023	T-Mobile USA Inc	T-Mobile Cell Phone 4/29 - 5/28/23	981225743	235083	10.29
7/2/2023	VERIZON WIRELESS	VZ Mobile Brdbnd 6/13 - 7/12/23	9937112756	235083	40.11
7/1/2023	Cubalmart	Off-Site Storage - July 2023	266720	235091	240.00
6/5/2023	ALDI	Bread, Jelly, Peanut Butter	ALDI	235099	8.72
6/16/2023	Alltruists	Shelter Pets Impact Kits (6)	3783	235099	186.60

Visa Payment Detail
For Check #2023000067 dated 7/17/23

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
6/27/2023	AMAZON.COM	Ice Cream Maker Salt	9794628	235099	19.79
6/28/2023	AMAZON.COM	Hershey Syrup Variety Pack	4513834	235099	27.43
6/30/2023	AMAZON.COM	Ice Cream Chemistry Project (2)	2448216	235099	69.90
6/9/2023	MARC'S	Candy & Snacks	Marc's	235099	30.22
6/16/2023	OVERDRIVE, INC	Neff Adult eBooks	20230616	235103	150.00
6/13/2023	AMAZON.COM	Adult Books	4813835	236001	24.33
6/21/2023	AMAZON.COM	Adult Books	0477042	236001	11.52
6/21/2023	AMAZON.COM	Adult Books	5814650	236001	14.84
7/2/2023	AMAZON.COM	Adult Books	1342641	236001	30.64
7/2/2023	AMAZON.COM	Adult Books	3548269	236001	175.17
7/3/2023	AMAZON.COM	Adult Books	1333818	236001	22.01
6/14/2023	AMAZON.COM	Juvenile/YA Books	4847458	236002	51.96
6/15/2023	AMAZON.COM	Juvenile/YA Books	3577043	236002	10.61
6/22/2023	AMAZON.COM	Juvenile/YA Books	7673022	236002	7.91
6/22/2023	AMAZON.COM	Juvenile/YA Books	8137033	236002	14.90
6/23/2023	AMAZON.COM	Juvenile/YA Books	1409006	236002	4.94
6/8/2023	MIDWEST TAPE	Audiobooks	20230608	236006	134.96
6/15/2023	MIDWEST TAPE	Audiobooks	20230615	236006	457.89
6/23/2023	MIDWEST TAPE	Audiobooks	20230623	236006	852.80
6/30/2023	MIDWEST TAPE	Audiobooks	20230630	236006	174.96
6/7/2023	AMAZON.COM	Music CDs	5373036	236007	14.72
6/15/2023	AMAZON.COM	Music CDs	2063468	236007	30.44
6/8/2023	MIDWEST TAPE	Music CDs	20230608	236007	105.36
6/15/2023	MIDWEST TAPE	Music CDs	20230615	236007	109.26
6/23/2023	MIDWEST TAPE	Music CDs	20230623	236007	326.27
6/30/2023	MIDWEST TAPE	Music CDs	20230630	236007	97.13
6/23/2023	AMAZON.COM	Adult/Juvenile DVDs	9881046	236008	49.48
6/24/2023	AMAZON.COM	Adult/Juvenile DVDs	0399465	236008	22.69
6/26/2023	AMAZON.COM	Adult/Juvenile DVDs	0399465	236008	9.82
6/8/2023	MIDWEST TAPE	Adult/Juvenile DVDs	20230608	236008	1,188.58
6/15/2023	MIDWEST TAPE	Adult/Juvenile DVDs	20230615	236008	1,412.92
6/23/2023	MIDWEST TAPE	Adult/Juvenile DVDs	20230623	236008	1,171.03
6/30/2023	MIDWEST TAPE	Adult/Juvenile DVDs	20230630	236008	1,162.12
6/22/2023	AMAZON.COM	Video games/Hotspots	3559457	236009	79.98
6/23/2023	AMAZON.COM	Video games/Hotspots	0850626	236009	119.75
6/24/2023	AMAZON.COM	Credit: Video games/Hotspots	0850626	236009	(0.11)

Visa Payment Detail
For Check #2023000067 dated 7/17/23

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
6/25/2023	AMAZON.COM	Video games/Hotspots	5709813	236009	69.99
6/30/2023	AMAZON.COM	Video games/Hotspots	3169815	236009	29.99
6/30/2023	AMAZON.COM	Video games/Hotspots	4237051	236009	34.99
7/1/2023	AMAZON.COM	Credit: Video games/Hotspots	3169815	236009	(0.16)
7/1/2023	AMAZON.COM	Video games/Hotspots	3395410	236009	38.85
7/2/2023	AMAZON.COM	Video games/Hotspots	7212222	236009	119.87
7/3/2023	AMAZON.COM	Video games/Hotspots	1602629	236009	68.94
6/21/2023	T-Mobile USA Inc	Hotspots 4/29 - 5/28/23	981225743	236009	1,126.95
6/15/2023	MIDWEST TAPE	Playaways & Launchpads	20230615	236010	63.99
6/12/2023	Playaway Products LLC	Playaways & Launchpads	431668	236010	191.22
6/20/2023	Playaway Products LLC	Playaways & Launchpads	432690	236010	56.24
6/20/2023	Playaway Products LLC	Playaways & Launchpads	432892	236010	119.96
6/27/2023	Playaway Products LLC	Playaways & Launchpads	433569	236010	59.99
6/28/2023	Playaway Products LLC	Playaways & Launchpads	433834	236010	319.95
6/29/2023	Playaway Products LLC	Playaways & Launchpads	434025	236010	123.73
6/9/2023	OVERDRIVE, INC	Adult ebooks & e-periodicals	20230609	236012	1,974.15
6/16/2023	OVERDRIVE, INC	Adult ebooks & e-periodicals	20230616	236012	252.50
6/28/2023	OVERDRIVE, INC	Adult ebooks & e-periodicals	20230628	236012	1,472.09
6/9/2023	OVERDRIVE, INC	Juvenile/YA ebooks	20230609	236013	37.88
6/16/2023	OVERDRIVE, INC	Juvenile/YA ebooks	20230616	236013	95.49
6/20/2023	OVERDRIVE, INC	Juvenile/YA ebooks	20230620	236013	922.13
6/9/2023	OVERDRIVE, INC	e-audio	20230609	236014	1,324.83
6/16/2023	OVERDRIVE, INC	e-audio	20230616	236014	112.50
6/20/2023	OVERDRIVE, INC	e-audio	20230620	236014	541.80
6/28/2023	OVERDRIVE, INC	e-audio	20230628	236014	1,062.84
6/8/2023	AMAZON.COM	Credit: Lego set	1298617	236019	(63.99)
6/6/2023	AMAZON.COM	Circulating Kits	8716233	236020	7.87
				TOTAL	70,658.77

Visa Payment Detail
For Check #2023000079 dated 8/24/23

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
7/20/2023	American Paper Optics, LLC	Eclipse Eye Glasses	1157367	232010	1,805.00
7/21/2023	MIDWEST TAPE	Serious Music Books/Materials - Sonenfield	20230721	232013	22.49
7/6/2023	AMAZON.COM	Assorted Magnet Sets	7489865	233002	56.95
7/9/2023	AMAZON.COM	Rocket Launcher Toy	5808269	233002	24.99
7/20/2023	AMAZON.COM	Snack Storage Bags	2889834	233002	22.32
7/20/2023	AMAZON.COM	Grocery Bags, Parachute, Bubbles, etc	7638616	233002	275.80
7/24/2023	AMAZON.COM	Wooden Stamps, Erasers, Sandwich Bags	3049848	233002	93.48
7/28/2023	AMAZON.COM	Sound Puzzle, Activity Board	2017844	233002	38.35
7/28/2023	AMAZON.COM	Wooden Puzzles, Maze, Magnatab	0802618	233002	74.87
7/30/2023	AMAZON.COM	Yellow Dot Labels, Fidget Toy, etc	8766669	233002	19.88
8/3/2023	AMAZON.COM	Gift Card - YS Summer Reading	7403455	233002	25.00
7/25/2023	APPLE STORE	iCloud 200GB Storage Plan	MQVLF9HZN	233002	2.99
7/27/2023	BARNES & NOBLE INC	Gift Card - YS Summer Reading	Barnes & Noble	233002	25.00
7/5/2023	Fat Brain Toys	Assorted Toys	231860908831	233002	100.80
7/7/2023	LAKE SHORE LEARNING	Community Helper Puppets	427078766	233002	171.35
7/27/2023	Learning Express Toys	Gift Cards - YS Summer Reading	Learning Express T	233002	125.00
7/27/2023	Lego Store	Gift Card - YS Summer Reading	Lego Store	233002	25.00
7/27/2023	Lego Store	Gift Card - YS Summer Reading	Lego Store	233002	25.00
7/27/2023	MICHAELS	Gift Card - YS Summer Reading	Michaels	233002	25.00
7/27/2023	MITCHELLS ICE CREAM	Gift Cards - YS Summer Reading	Mitchell's Ice Crea	233002	30.00
7/27/2023	PANERA BREAD	Gift Card - YS Summer Reading	Panera	233002	20.00
7/27/2023	RECESS GAMES	Gift Cards - YS Summer Reading	Recess Games	233002	50.00
7/27/2023	RESTAURANTS	Gift Card - YS Summer Reading	Mochinut	233002	20.00
7/27/2023	RESTAURANTS	Gift Card - YS Summer Reading	Chick-fil-A	233002	10.00
7/27/2023	RESTAURANTS	Gift Card - YS Summer Reading	Dave & Busters	233002	20.00
7/27/2023	RESTAURANTS	Gift Card - YS Summer Reading	Penn Station	233002	20.00
7/28/2023	RESTAURANTS	Gift Card - YS Summer Reading	Condado Tacos	233002	20.00
7/29/2023	RESTAURANTS	Pizza	Little Caesars	233002	40.74
7/7/2023	ORIENTAL TRADING COMPANY	Turkey Jar Kraft Kit	725308712	233003	21.99
7/7/2023	Campbells Popcorn Stand	Popcorn	Campbells Popcorn	233009	9.75
7/26/2023	HEINEN'S	Local Foods	Heinen's	233009	38.31
7/7/2023	Lekko Coffee	Coffee, Jam	Lekko Coffee	233009	24.00
7/26/2023	MALLEY'S CHOCOLATES	Chocolate Bars	Malley's	233009	6.80
7/7/2023	Meister Foods	Ketchup, Jam, Pickles	Meister Foods	233009	12.00
7/7/2023	Ohio City Pasta	Pasta Sauce	Ohio City Pasta	233009	8.50

Visa Payment Detail
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INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
7/26/2023	Clague Playhouse	Ticket - The 39 Steps	20230726	233010	19.00
7/24/2023	Hobby Lobby	Jewelry Program Supplies	Hobby Lobby	233010	28.40
8/1/2023	MARC'S	Popcorn, Drinks	Marc's	233010	7.00
7/12/2023	ALDI	Eggs	ALDI	233011	5.75
7/13/2023	AMAZON.COM	Amazon Gift Cards - Egg Drop	7369836	233011	20.00
7/6/2023	AMAZON.COM	My Slime Colored Glitter	7499458	233022	10.00
7/7/2023	AMAZON.COM	Glue, Glitter, Food Coloring	8142656	233022	43.55
8/1/2023	MARC'S	Pretzels, Oreos	Marc's	233026	13.37
8/1/2023	MARC'S	Snacks & Drinks	Marc's	233028	95.49
8/2/2023	HEWLETT-PACKARD COMPANY	HP Color Laserjet Printer	H355170492	234001	779.92
7/27/2023	AIRLINES	Halvorsen - Airfare - Koha Conf 2023	JetBlue	235001	112.02
7/14/2023	EVENTBRITE	Halvorsen - Reg - Digipalooza '23	20230714	235001	224.10
7/15/2023	EVENTBRITE	Shapiro - Reg - Digipalooza '23	7180485089	235001	224.10
8/18/2023	OHIO LIBRARY COUNCIL	Brawner - Reg - OLC Convention 2023	25989	235001	210.00
7/26/2023	PAYPAL	Halvorsen - Reg - Koha Conf 2023	koha-US	235001	35.00
7/26/2023	SHUTTLE SERVICE/CAR RENTAL	Halvorsen - Bus Fare - Koha Conf 2023	C&J Bus Lines	235001	54.00
8/2/2023	AMAZON.COM	Laminating Pouches	2810643	235002	27.46
8/3/2023	AMAZON.COM	Laminating Pouches	4049844	235002	51.69
7/17/2023	AMAZON.COM	Packing Tape	9710633	235004	30.54
7/19/2023	AMAZON.COM	Neon Labels	2275411	235004	117.70
7/13/2023	STAPLES BUSINESS ADVANTAGE	Cosmic Orange Cardstock	7902208634	235004	40.20
7/19/2023	FP Mailing Solutions	Parcel Shipping Funds	44200766607	235005	414.00
7/5/2023	U.S. Postal Service	Postage - Circ Dept	USPS	235005	9.65
7/11/2023	U.S. Postal Service	Postage - Circ Dept	USPS	235005	40.03
7/12/2023	STAPLES BUSINESS ADVANTAGE	Toner	7611264691	235010	148.98
7/24/2023	ACE HARDWARE	Shovel	Ace Hardware	235012	28.99
7/28/2023	ACE HARDWARE	Cable Ties	Ace Hardware	235012	39.96
7/16/2023	AMAZON.COM	Yard/Garden Spray, Blueprint Clamps	9539427	235012	216.77
8/2/2023	AMAZON.COM	Wall Clocks (4)	3833842	235012	239.80
7/12/2023	EBAY	Batteries for Emergency Exit Sign	kastarusa1	235012	92.97
7/12/2023	EBAY	Batteries for Emergency Exit Sign	batteryhawk	235012	172.89
7/28/2023	EDELMAN PLUMBING SUPPLY	1-1/2" Ram Bit	S2383006	235012	39.31
7/26/2023	HOME DEPOT CREDIT SERVICES	Trim Line, Kilz Aerosol	Home Depot	235012	52.91
7/28/2023	HOME DEPOT CREDIT SERVICES	PVC Union, PVC Cememt	Home Depot	235012	37.45
7/31/2023	HOME DEPOT CREDIT SERVICES	Screws, Lock Nuts, Magnet Pick Up Tool	Home Depot	235012	15.23

Visa Payment Detail
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INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
7/20/2023	LOWES	PVC Pipe, Couplings, PVC Cement	Lowes	235012	70.03
7/5/2023	MENARD'S	Lumber	Menards	235012	173.90
7/6/2023	MENARD'S	PVC Unions, Lock Cord, Swivel Light, etc	Menards	235012	270.89
7/7/2023	MENARD'S	Spray Paint, PVC Union	Menards	235012	147.16
7/10/2023	MENARD'S	Paint, Roller Cover	Menards	235012	37.96
7/24/2023	MENARD'S	Spray Paint, Spray Paint Guns	Menards	235012	54.88
7/26/2023	MENARD'S	Spray Paint, Paint Roller & Covers	Menards	235012	150.17
7/26/2023	MENARD'S	Safety Fence, Posts, Tomato Cages	Menards	235012	222.90
7/27/2023	MENARD'S	Credit - Return Spray Paint	Menards	235012	(83.76)
7/27/2023	MENARD'S	GFCI, PVC Pipe, Elbows, Cement	Menards	235012	66.66
7/27/2023	MENARD'S	Water Pump	Menards	235012	36.99
7/28/2023	MENARD'S	PVC Pipe, Union, Coupling	Menards	235012	51.52
7/16/2023	AMAZON.COM	Diaper Pail Liner Refills	3205042	235013	130.56
7/27/2023	GAS STATIONS	Gasoline for Gator	Speedway	235014	12.87
8/2/2023	GAS STATIONS	Gasoline for 2008 Honda Van	Speedway	235014	24.62
8/2/2023	GAS STATIONS	Gasoline for 2017 Honda Van	Speedway	235014	50.43
7/15/2023	Sgt Clean Car Wash	Monthly Car Wash Fee	Sgt Clean	235014	26.97
7/16/2023	Sgt Clean Car Wash	Monthly Car Wash Fee	Sgt Clean	235014	26.97
7/24/2023	HOME DEPOT CREDIT SERVICES	2-Man Auger Rental	247304	235015	109.00
7/24/2023	RUMPKE	Waste & Recycling - July 2023	1320840	235015	383.65
7/10/2023	The Gutter Boys Co	Clean Gutters, Snake Downspouts	122959	235015	99.00
8/3/2023	USCutter, Inc	Sublimation Mugs, Vinyl	403355	235018	193.95
7/18/2023	CAHOON NURSERY	Arborvitae (5), Topsoil, Manure, etc	73436	235021	1,556.15
7/25/2023	Earth To You Landscape Supply Inc	Topsoil	137291	235021	116.90
7/18/2023	LOWES	Valve, Valve Box	Lowes	235021	60.45
7/26/2023	Johnson Controls Security Solutions	Alarm Monitoring 8/1 - 10/31/23	39052869	235022	713.76
7/20/2023	CONNECTING FOR KIDS	C4K Annual Fundraiser Sponsorship	02622	235025	1,750.00
7/18/2023	WESTLIFE	PR Ads - Westlife	861097	235028	108.00
7/31/2023	FASTSIGNS	Art Fest Arch Banners	141-5197	235030	464.88
7/17/2023	AMAZON.COM	Staff Appr Week - Sublimation Mugs	4609044	235035	62.98
7/19/2023	AMAZON.COM	Staff Appr Week - Tote Bags, Zip Pouch	9595424	235035	137.55
7/14/2023	AMAZON.COM	Longevity Gifts - 5 years	3313842	235038	210.00
7/16/2023	AMAZON.COM	Longevity Gifts - 10 years	9605833	235038	84.78
8/2/2023	Corporate Screening Services	Background Checks	0627214	235041	51.74
7/19/2023	B & H PHOTO-VIDEO-PROAUDIO	Logitech Extender Cable	900742937	235043	99.99

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INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
7/20/2023	Battery Junction	12V Rechargeable Battery	W-1765123	235043	60.12
7/17/2023	FARONICS TECHNOLOGIES USA INC	Deep Freeze Mac (6) - 1 yr	28672462	235043	69.30
7/18/2023	STAPLES BUSINESS ADVANTAGE	Thermal Shipping Labels	7611895457	235043	78.99
7/9/2023	GOTOMYPC.COM	GoToMyPC Annual Fee thru 7/8/24	20230709	235044	792.00
8/1/2023	Microsoft Corporation	Microsoft 365 - Add 1 License	E07000JWTU	235044	26.84
7/25/2023	VIRTUAL SYSTEMS	VCC Performance Tier Backup	413910	235044	440.00
8/1/2023	SHRM	Nassif - SHRM Membership	CS1925494	235045	244.00
7/17/2023	FARONICS TECHNOLOGIES USA INC	Deep Freeze (80) - 1 yr	28672455	235047	756.00
7/26/2023	THE CINCINNATI INSURANCE COMPANY	Nonprofit Organization Pillar Ins	1000488074	235053	6,547.00
7/20/2023	PAYCHEX INC	Paychex Onboarding Monthly Fee	3715527	235060	100.00
7/10/2023	ACE HARDWARE	Spray Paint	Ace Hardware	235062	5.98
7/19/2023	AMAZON.COM	Index Cards, Dry Erase Markers	7201858	235065	26.76
7/20/2023	AMAZON.COM	Dry Erase Markers	4070623	235065	9.78
7/31/2023	AMAZON.COM	Cellophane Wrap Roll	4575412	235065	15.98
7/19/2023	Quench USA, Inc.	Change Water Cooler Filters	INV06060090	235065	69.00
7/10/2023	Northeast Ohio Regional Library System	NEO-RLS Gold Member Dues 2023	3294	235068	7,319.00
7/14/2023	Kulture City	KultureCity Membership	2307	235069	250.00
8/3/2023	OHIO LIBRARY COUNCIL	Nassif - Reg - OLC Library FO 102	25791	235070	75.00
7/31/2023	AMAZON.COM	Dual Monitor Stand	5604225	235073	55.99
8/15/2023	OHIO LIBRARY COUNCIL	Brawner - OLC Membership 2023	0032189	235080	55.00
7/26/2023	PAYPAL	Halvorsen - KOHA Membership 2023	koha-US	235080	12.50
7/6/2023	AMAZON.COM	DVD Cases	2897032	235081	15.67
7/6/2023	BAYSCAN TECHNOLOGIES	Spine Labels	74946	235081	624.00
7/7/2023	DEMCO INC	CD Jewel Boxes, Labels	7330311	235081	474.70
7/12/2023	DEMCO INC	Acrylic Mag/Lit Holders	7332691	235081	124.97
7/16/2023	Breezeline	Breezeline Phone Svc 6/26 - 7/25/23	0060250	235083	61.92
7/31/2023	EASTON TELECOM SERVICES LLC	Easton Phone Svc 7/10 - 8/9/23	1154677	235083	676.79
7/10/2023	T-Mobile USA Inc	T-Mobile Cell Phone 5/29 - 6/28/23	981225743	235083	10.29
8/2/2023	VERIZON WIRELESS	VZ Mobile Brdbnd 7/13 - 8/12/23	9939480212	235083	40.11
8/1/2023	Cubsmart	Off-Site Storage - August 2023	271845	235091	240.00
7/7/2023	AMAZON.COM	Wheat Germ	8142656	235099	6.43
7/11/2023	GAS STATIONS	Ice	Speedway	235099	2.19
7/10/2023	MARC'S	Grocery Items	Marc's	235099	17.27
7/6/2023	AMAZON.COM	Adult Books	4556215	236001	284.16
7/13/2023	AMAZON.COM	Adult Books	7991455	236001	40.00

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INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
7/21/2023	AMAZON.COM	Adult Books	2709839	236001	12.85
7/25/2023	AMAZON.COM	Adult Books	8145019	236001	23.94
7/26/2023	AMAZON.COM	Adult Books	0196211	236001	27.72
7/30/2023	AMAZON.COM	Adult Books	4680225	236001	24.70
7/16/2023	AMAZON.COM	Juvenile/YA Books	9638642	236002	9.89
7/16/2023	AMAZON.COM	Juvenile/YA Books	5226669	236002	11.78
7/24/2023	AMAZON.COM	Juvenile/YA Books	2169012	236002	15.83
7/27/2023	AMAZON.COM	Juvenile/YA Books	5682605	236002	10.99
7/30/2023	AMAZON.COM	Juvenile/YA Books	7905856	236002	78.71
8/3/2023	AMAZON.COM	Juvenile/YA Books	3203409	236002	7.61
7/6/2023	Book Farm LLC	Juvenile/YA Books	PCC13971	236002	902.47
8/3/2023	MagCloud	The Violet Edge	1990880	236005	18.98
7/14/2023	MIDWEST TAPE	Audiobooks	20230714	236006	344.92
7/21/2023	MIDWEST TAPE	Audiobooks	20230721	236006	119.97
7/28/2023	MIDWEST TAPE	Audiobooks	20230728	236006	236.95
7/5/2023	AMAZON.COM	Music CDs	3320257	236007	18.17
7/20/2023	AMAZON.COM	Music CDs	5855454	236007	11.89
7/21/2023	AMAZON.COM	Music CDs	0702618	236007	15.82
7/21/2023	AMAZON.COM	Music CDs	8641864	236007	9.30
7/26/2023	AMAZON.COM	Music CDs	5378608	236007	20.61
7/26/2023	AMAZON.COM	Music CDs	1229859	236007	31.20
8/1/2023	AMAZON.COM	Music CDs	3673008	236007	19.28
8/1/2023	AMAZON.COM	Music CDs	2599433	236007	17.75
7/14/2023	MIDWEST TAPE	Music CDs	20230714	236007	80.04
7/21/2023	MIDWEST TAPE	Music CDs	20230721	236007	133.99
7/28/2023	MIDWEST TAPE	Music CDs	20230728	236007	108.36
7/5/2023	AMAZON.COM	Adult/Juvenile DVDs	0557042	236008	7.27
7/27/2023	AMAZON.COM	Adult/Juvenile DVDs	6609064	236008	30.38
7/14/2023	MIDWEST TAPE	Adult/Juvenile DVDs	20230714	236008	1,346.29
7/21/2023	MIDWEST TAPE	Adult/Juvenile DVDs	20230721	236008	1,103.67
7/28/2023	MIDWEST TAPE	Adult/Juvenile DVDs	20230728	236008	886.34
7/14/2023	AMAZON.COM	Video games/Hotspots	0005802	236009	59.39
7/17/2023	AMAZON.COM	Video games/Hotspots	2766650	236009	11.85
7/20/2023	AMAZON.COM	Video games/Hotspots	3559457	236009	59.99
7/22/2023	AMAZON.COM	Credit: Video games/Hotspots	3559457	236009	(0.11)

Visa Payment Detail
For Check #2023000079 dated 8/24/23

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE #	PO #	TOTAL VALUE
7/23/2023	AMAZON.COM	Video games/Hotspots	3981046	236009	59.88
7/26/2023	AMAZON.COM	Video games/Hotspots	3559457	236009	39.99
7/27/2023	AMAZON.COM	Video games/Hotspots	8845847	236009	25.10
7/29/2023	AMAZON.COM	Credit - Video games/Hotspots	3559457	236009	(0.11)
7/10/2023	T-Mobile USA Inc	Hotspots 5/29 - 6/28/23	981225743	236009	1,116.42
7/11/2023	Playaway Products LLC	Playaways & Launchpads	434676	236010	59.99
7/11/2023	Playaway Products LLC	Playaways & Launchpads	434678	236010	123.73
7/17/2023	Playaway Products LLC	Playaways & Launchpads	435233	236010	183.72
7/24/2023	Playaway Products LLC	Playaways & Launchpads	436056	236010	531.17
7/11/2023	OVERDRIVE, INC	Adult ebooks & e-periodicals	20230711	236012	1,201.21
7/20/2023	OVERDRIVE, INC	Adult ebooks & e-periodicals	20230720	236012	267.49
7/25/2023	OVERDRIVE, INC	Adult ebooks & e-periodicals	20230725	236012	1,198.92
7/31/2023	OVERDRIVE, INC	Adult ebooks & e-periodicals	20230731	236012	128.10
7/7/2023	OVERDRIVE, INC	Juvenile/YA ebooks	20230707	236013	25.98
7/11/2023	OVERDRIVE, INC	Juvenile/YA ebooks	20230711	236013	773.21
7/20/2023	OVERDRIVE, INC	Juvenile/YA ebooks	20230720	236013	9.95
7/25/2023	OVERDRIVE, INC	Juvenile/YA ebooks	20230725	236013	556.50
7/31/2023	OVERDRIVE, INC	Juvenile/YA ebooks	20230731	236013	922.62
7/7/2023	OVERDRIVE, INC	e-audio	20230707	236014	26.79
7/11/2023	OVERDRIVE, INC	e-audio	20230711	236014	2,716.54
7/20/2023	OVERDRIVE, INC	e-audio	20230720	236014	44.99
7/25/2023	OVERDRIVE, INC	e-audio	20230725	236014	1,504.05
7/31/2023	OVERDRIVE, INC	e-audio	20230731	236014	818.23
7/7/2023	OVERDRIVE, INC	Downloadable video	20230707	236016	17.94
7/6/2023	AMAZON.COM	Rubber bands, H and X	0621058	236019	34.97
7/9/2023	AMAZON.COM	Sand timers	9176214	236019	8.38
7/13/2023	AMAZON.COM	World Languages	3669038	236021	29.98
7/14/2023	AMAZON.COM	World Languages	3767444	236021	17.55
7/17/2023	AMAZON.COM	World Languages	3669038	236021	112.54
7/29/2023	AMAZON.COM	World Languages	9295467	236021	18.80
7/31/2023	AMAZON.COM	World Languages	8697857	236021	11.87
				TOTAL	52,717.12



Westlake Porter Public Library Operating Account

Monthly Investment Report
July 31, 2023

Your Investment Representative:

Eileen Stanic

(440) 662-8268

estanic@meederinvestment.com

For questions about your account please contact your investment representative or contact publicfundsoperations@meederinvestment.com

Dublin, Ohio | Lansing, Michigan | Long Beach, California | Austin, Texas | 866-633-3371 | www.meederpublicfunds.com

PORTFOLIO SUMMARY

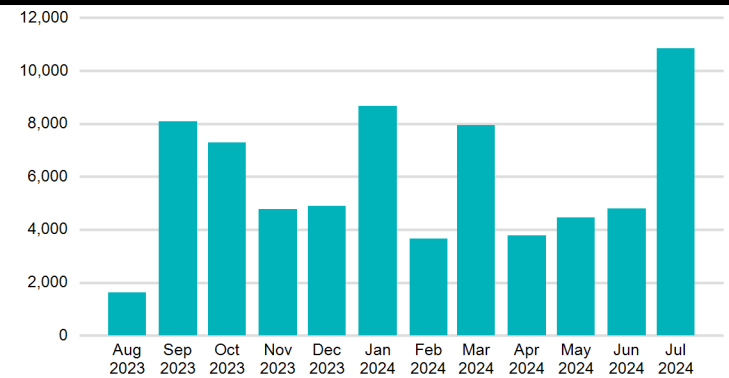
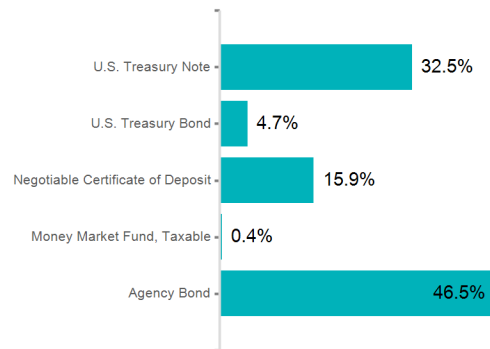
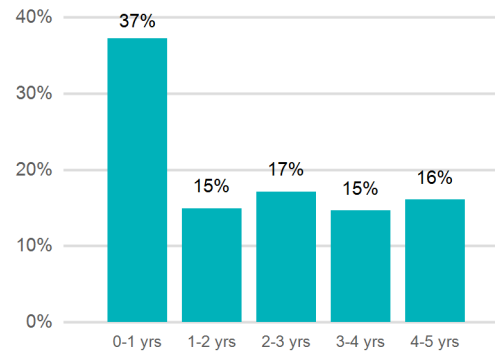
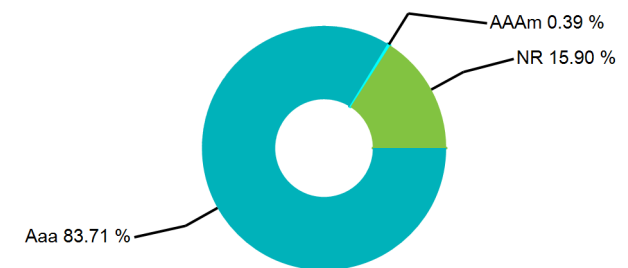
As of July 31, 2023

MONTHLY RECONCILIATION

Beginning Book Value	4,393,605.03
Contributions	
Withdrawals	
Prior Month Management Fees	(381.66)
Prior Month Custodian Fees	(35.03)
Realized Gains/Losses	3,855.67
Purchased Interest	(1,308.62)
Gross Interest Earnings	8,382.79
Ending Book Value	4,404,118.18

PORTFOLIO CHARACTERISTICS

Portfolio Yield to Maturity	1.84%
Portfolio Effective Duration	1.94 yrs
Weighted Average Maturity	2.06 yrs

PROJECTED MONTHLY INCOME SCHEDULE**SECTOR ALLOCATION****MATURITY DISTRIBUTION****CREDIT QUALITY**

Westlake Porter Public Library Operating Account

PROJECTED INCOME SCHEDULE

As of July 31, 2023



CUSIP	SECURITY DESCRIPTION	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024
066519QK8	BankUnited, FSB 0.650% 03/05/2026		205			203			203			205	
14042RME8	Capital One, National Association 2.150% 07/17/2024						2,666						4,187
3130AM5C2	FHLB 0.420% 05/06/2024				420						420		
3130AM7F3	FHLB 0.750% 05/13/2025				750						750		
3130AMYS5	FHLB 0.850% 07/15/2025						531						531
3130ANBF6	FHLB 0.650% 01/29/2025						488						488
3130APB87	FHLB 1.100% 10/13/2026			550						550			
3130APTR6	FHLB 1.320% 11/23/2027				429						429		
3130ATHW0	FHLB 4.125% 09/10/2027		1,547						1,547				
3130AWMN7	FHLB 4.375% 06/09/2028					989						1,203	
3133EK3M6	FFCB 1.625% 10/23/2023			1,351									
3133EN3H1	FFCB 4.000% 11/29/2027				1,300						1,300		
3133ENW63	FFCB 4.375% 10/27/2027			1,641						1,641			
3135G0V75	FNMA 1.750% 07/02/2024						2,188						3,575
3136G44F7	FNMA 0.550% 09/30/2025		1,073						1,073				
3137EAEW5	FMCC 0.250% 09/08/2023		369										
61690ULN8	Morgan Stanley Bank, National Association 1.900% 10/10/2023			1,847									
880591EZ1	TVA 3.875% 03/15/2028		1,243						1,356				
9128282R0	UST 2.250% 08/15/2027	844						844					
912828R36	UST 1.625% 05/15/2026				447						447		
912828T26	UST 1.375% 09/30/2023		1,828										
912828YG9	UST 1.625% 09/30/2026		447						447				
912828Z78	UST 1.500% 01/31/2027						525						525

Westlake Porter Public Library Operating Account

PROJECTED INCOME SCHEDULE

As of July 31, 2023



CUSIP	SECURITY DESCRIPTION	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024
91282CAJ0	UST 0.250% 08/31/2025	125						125					
91282CBM2	UST 0.125% 02/15/2024	63						2,406					
91282CBR1	UST 0.250% 03/15/2024		125						2,375				
91282CCF6	UST 0.750% 05/31/2026				188						188		
91282CCJ8	UST 0.875% 06/30/2026					328						328	
91282CCP4	UST 0.625% 07/31/2026						234						234
91282CCW9	UST 0.750% 08/31/2026	281						281					
91282CCX7	UST 0.375% 09/15/2024		188						188				
91282CDB4	UST 0.625% 10/15/2024			313						313			
91282CDG3	UST 1.125% 10/31/2026			309						309			
91282CDQ1	UST 1.250% 12/31/2026					344						344	
91282CEF4	UST 2.500% 03/31/2027		750						750				
91282CET4	UST 2.625% 05/31/2027				919						919		
91282CEW7	UST 3.250% 06/30/2027					975						975	
91282CGC9	UST 3.875% 12/31/2027					1,744						1,744	
91282CGH8	UST 3.500% 01/31/2028						1,313						1,313
91282CHA2	UST 3.500% 04/30/2028			963						963			
949763R81	Wells Fargo Bank, National Association 1.900% 01/17/2024	323	323	312	323	312	723						
TOTAL		1,635	8,096	7,285	4,775	4,895	8,667	3,656	7,938	3,775	4,452	4,799	10,853

Westlake Porter Public Library Operating Account

POSITION STATEMENT

As of July 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
Cash and Cash Equivalents											
31846V567	First American Funds, Inc.	7/31/2023 7/31/2023	\$16,413.41	\$16,413.41	\$16,413.41	5.13%	0.003 0.003	\$1.00 \$16,413.41	\$0.00	0.29%	AAAm
STAROHIO	STAR Ohio XX019	7/31/2023 7/31/2023	\$1,482,271.00	\$1,482,271.00	\$1,482,271.00	5.46%	0.003 0.003	\$1.00 \$1,482,271.00	\$0.00	26.03%	AAAm
SubTotal			\$1,498,684.41	\$1,498,684.41	\$1,498,684.41	5.46%		\$1,498,684.41	\$0.00	26.31%	
Agency Bond											
3137EAEW5	FMCC 0.250% 09/08/2023	10/15/2021 10/18/2021	\$100,000.00	\$99,756.30	\$99,756.30	0.38%	0.107 0.112	\$99.47 \$99,465.00	(\$291.30)	1.75%	Aaa AA+
3133EK3M6	FFCB 1.625% 10/23/2023	10/15/2019 10/23/2019	\$150,000.00	\$149,868.00	\$149,868.00	1.65%	0.230 0.232	\$99.12 \$148,675.50	(\$1,192.50)	2.61%	Aaa AA+
3130AM5C2	FHLB 0.420% 05/06/2024	5/7/2021 5/10/2021	\$200,000.00	\$200,000.00	\$200,000.00	0.42%	0.767 0.752	\$96.11 \$192,214.00	(\$7,786.00)	3.37%	Aaa AA+
3135G0V75	FNMA 1.750% 07/02/2024	7/19/2019 7/22/2019	\$250,000.00	\$248,612.50	\$248,612.50	1.87%	0.923 0.902	\$96.78 \$241,940.00	(\$6,672.50)	4.25%	Aaa AA+
3130ANBF6	FHLB 0.650% 01/29/2025	7/20/2021 7/29/2021	\$150,000.00	\$150,000.00	\$150,000.00	0.65%	1.501 1.459	\$93.28 \$139,921.50	(\$10,078.50)	2.46%	Aaa AA+
3130AM7F3	FHLB 0.750% 05/13/2025	5/7/2021 5/13/2021	\$200,000.00	\$200,000.00	\$200,000.00	0.75%	1.786 1.734	\$92.25 \$184,500.00	(\$15,500.00)	3.24%	Aaa AA+
3130AMYS5	FHLB 0.850% 07/15/2025	6/23/2021 7/15/2021	\$125,000.00	\$125,000.00	\$125,000.00	0.85%	1.959 1.903	\$92.27 \$115,335.00	(\$9,665.00)	2.03%	Aaa AA+
3136G44F7	FNMA 0.550% 09/30/2025	9/15/2020 9/30/2020	\$390,000.00	\$390,000.00	\$390,000.00	0.55%	2.170 2.107	\$91.02 \$354,974.10	(\$35,025.90)	6.23%	Aaa AA+
3130APB87	FHLB 1.100% 10/13/2026	10/14/2021 10/15/2021	\$100,000.00	\$99,730.00	\$99,730.00	1.16%	3.205 3.045	\$89.53 \$89,527.00	(\$10,203.00)	1.57%	Aaa AA+
3130ATHW0	FHLB 4.125% 09/10/2027	10/31/2022 11/1/2022	\$75,000.00	\$74,419.28	\$74,419.28	4.30%	4.115 3.682	\$98.46 \$73,843.50	(\$575.78)	1.30%	Aaa AA+
3133ENW63	FFCB 4.375% 10/27/2027	10/31/2022 11/1/2022	\$75,000.00	\$75,218.25	\$75,218.25	4.31%	4.244 3.794	\$99.51 \$74,635.50	(\$582.75)	1.31%	Aaa AA+
3130APTR6	FHLB 1.320% 11/23/2027	3/31/2023 3/31/2023	\$65,000.00	\$57,535.40	\$57,535.40	4.06%	4.318 3.987	\$87.70 \$57,006.30	(\$529.10)	1.00%	Aaa AA+
3133EN3H1	FFCB 4.000% 11/29/2027	11/22/2022 11/29/2022	\$65,000.00	\$64,779.00	\$64,779.00	4.08%	4.334 3.906	\$98.08 \$63,748.75	(\$1,030.25)	1.12%	Aaa AA+

POSITION STATEMENT

As of July 31, 2023

CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
880591EZ1	TVA 3.875% 03/15/2028	3/28/2023 3/30/2023	\$70,000.00	\$69,736.10	\$69,736.10	3.96%	4.627 4.132	\$97.91 \$68,539.80	(\$1,196.30)	1.20%	Aaa AA+
3130AWMN7	FHLB 4.375% 06/09/2028	7/28/2023 7/31/2023	\$55,000.00	\$55,144.65 \$133.68	\$55,278.33	4.31%	4.863 4.331	\$100.33 \$55,180.95	\$36.30	0.97%	Aaa AA+
SubTotal			\$2,070,000.00	\$2,059,799.48 \$133.68	\$2,059,933.16	1.57%		\$1,959,506.90	(\$100,292.58)	34.41%	
Negotiable Certificate of Deposit											
61690ULN8	Morgan Stanley Bank, National Association 1.900% 10/10/2023	10/4/2019 10/10/2019	\$125,000.00	\$124,343.75	\$124,343.75	2.04%	0.195 0.197	\$99.32 \$124,155.00	(\$188.75)	2.18%	
949763R81	Wells Fargo Bank, National Association 1.900% 01/17/2024	1/13/2020 1/17/2020	\$200,000.00	\$199,600.00	\$199,600.00	1.95%	0.466 0.459	\$98.44 \$196,870.00	(\$2,730.00)	3.46%	
14042RME8	Capital One, National Association 2.150% 07/17/2024	7/11/2019 7/17/2019	\$246,000.00	\$244,450.20	\$244,450.20	2.28%	0.964 0.940	\$96.87 \$238,307.58	(\$6,142.62)	4.18%	
066519QK8	BankUnited, FSB 0.650% 03/05/2026	2/22/2021 3/5/2021	\$125,000.00	\$124,375.00	\$124,375.00	0.75%	2.597 2.507	\$88.52 \$110,646.25	(\$13,728.75)	1.94%	
SubTotal			\$696,000.00	\$692,768.95	\$692,768.95	1.89%		\$669,978.83	(\$22,790.12)	11.76%	
U.S. Treasury Bond											
91282CBR1	UST 0.250% 03/15/2024	2/7/2022 2/8/2022	\$100,000.00	\$97,750.00	\$97,750.00	1.34%	0.625 0.615	\$96.87 \$96,867.00	(\$883.00)	1.70%	Aaa AA+
912828R36	UST 1.625% 05/15/2026	1/11/2022 1/12/2022	\$55,000.00	\$55,378.13	\$55,378.13	1.46%	2.792 2.672	\$92.35 \$50,791.40	(\$4,586.73)	0.89%	Aaa AA+
912828YG9	UST 1.625% 09/30/2026	1/11/2022 1/12/2022	\$55,000.00	\$55,345.90	\$55,345.90	1.49%	3.170 3.017	\$91.66 \$50,413.00	(\$4,932.90)	0.89%	Aaa AA+
SubTotal			\$210,000.00	\$208,474.03	\$208,474.03	1.41%		\$198,071.40	(\$10,402.63)	3.48%	
U.S. Treasury Note											
912828T26	UST 1.375% 09/30/2023	10/22/2019 10/23/2019	\$120,000.00	\$118,996.88	\$118,996.88	1.59%	0.167 0.170	\$99.34 \$119,203.20	\$206.32	2.09%	Aaa AA+
91282CBM2	UST 0.125% 02/15/2024	2/7/2022 2/8/2022	\$100,000.00	\$97,656.25	\$97,656.25	1.30%	0.545 0.538	\$97.19 \$97,191.00	(\$465.25)	1.71%	Aaa AA+

Westlake Porter Public Library Operating Account

POSITION STATEMENT

As of July 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
91282CCX7	UST 0.375% 09/15/2024	1/28/2022 1/31/2022	\$100,000.00	\$97,605.47	\$97,605.47	1.31%	1.129 1.103	\$94.61 \$94,613.00	(\$2,992.47)	1.66%	Aaa AA+
91282CDB4	UST 0.625% 10/15/2024	10/13/2021 10/15/2021	\$100,000.00	\$99,929.69	\$99,929.69	0.65%	1.211 1.182	\$94.58 \$94,578.00	(\$5,351.69)	1.66%	Aaa AA+
91282CAJ0	UST 0.250% 08/31/2025	8/25/2021 8/26/2021	\$100,000.00	\$98,289.06	\$98,289.06	0.68%	2.088 2.037	\$90.94 \$90,938.00	(\$7,351.06)	1.60%	Aaa AA+
91282CCF6	UST 0.750% 05/31/2026	6/29/2021 6/30/2021	\$50,000.00	\$49,701.17	\$49,701.17	0.87%	2.836 2.746	\$89.95 \$44,974.50	(\$4,726.67)	0.79%	Aaa AA+
91282CCJ8	UST 0.875% 06/30/2026	6/29/2021 6/30/2021	\$75,000.00	\$74,912.11	\$74,912.11	0.90%	2.918 2.823	\$90.20 \$67,649.25	(\$7,262.86)	1.19%	Aaa AA+
91282CCP4	UST 0.625% 07/31/2026	8/25/2021 8/26/2021	\$75,000.00	\$74,305.66	\$74,305.66	0.82%	3.003 2.905	\$89.22 \$66,911.25	(\$7,394.41)	1.17%	Aaa AA+
91282CCW9	UST 0.750% 08/31/2026	8/26/2021 8/31/2021	\$75,000.00	\$74,660.16	\$74,660.16	0.84%	3.088 2.981	\$89.32 \$66,990.00	(\$7,670.16)	1.18%	Aaa AA+
91282CDG3	UST 1.125% 10/31/2026	1/10/2022 1/11/2022	\$55,000.00	\$53,990.23	\$53,990.23	1.52%	3.255 3.126	\$90.02 \$49,512.65	(\$4,477.58)	0.87%	Aaa AA+
91282CDQ1	UST 1.250% 12/31/2026	1/7/2022 1/10/2022	\$55,000.00	\$54,355.47	\$54,355.47	1.50%	3.422 3.283	\$90.07 \$49,540.70	(\$4,814.77)	0.87%	Aaa AA+
912828Z78	UST 1.500% 01/31/2027	7/12/2023 7/13/2023	\$70,000.00	\$63,639.84	\$63,639.84	4.29%	3.507 3.326	\$90.64 \$63,448.70	(\$191.14)	1.11%	Aaa AA+
91282CEF4	UST 2.500% 03/31/2027	6/27/2023 6/28/2023	\$60,000.00	\$56,432.81 \$364.76	\$56,797.57	4.23%	3.668 3.420	\$93.71 \$56,224.20	(\$208.61)	0.99%	Aaa AA+
91282CET4	UST 2.625% 05/31/2027	7/13/2023 7/14/2023	\$70,000.00	\$66,303.13 \$220.90	\$66,524.03	4.11%	3.836 3.575	\$93.92 \$65,742.60	(\$560.53)	1.15%	Aaa AA+
91282CEW7	UST 3.250% 06/30/2027	6/29/2023 6/30/2023	\$60,000.00	\$57,707.81	\$57,707.81	4.30%	3.918 3.619	\$96.11 \$57,663.60	(\$44.21)	1.01%	Aaa AA+
9128282R0	UST 2.250% 08/15/2027	10/31/2022 11/1/2022	\$75,000.00	\$68,525.39	\$68,525.39	4.26%	4.044 3.757	\$92.36 \$69,269.25	\$743.86	1.22%	Aaa AA+
91282CGC9	UST 3.875% 12/31/2027	1/20/2023 1/23/2023	\$90,000.00	\$91,325.39	\$91,325.39	3.55%	4.422 4.006	\$98.41 \$88,565.40	(\$2,759.99)	1.56%	Aaa AA+
91282CGH8	UST 3.500% 01/31/2028	3/23/2023 3/24/2023	\$75,000.00	\$75,038.09	\$75,038.09	3.49%	4.507 4.044	\$96.93 \$72,697.50	(\$2,340.59)	1.28%	Aaa AA+
91282CHA2	UST 3.500% 04/30/2028	7/28/2023 7/31/2023	\$55,000.00	\$53,287.70 \$481.25	\$53,768.95	4.23%	4.753 4.286	\$96.93 \$53,311.50	\$23.80	0.94%	Aaa AA+

POSITION STATEMENT

As of July 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
SubTotal			\$1,460,000.00	\$1,426,662.31 \$1,066.91	\$1,427,729.22	2.22%		\$1,369,024.30	(\$57,638.01)	24.04%	
Grand Total			\$5,934,684.41	\$5,886,389.18 \$1,200.59	\$5,887,589.77	2.78%		\$5,695,265.84	(\$191,123.34)	100.00%	

TRANSACTION STATEMENT

As of July 31, 2023

Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Amount	Purchased Interest	Total Cost	Yield at Cost
Purchase									
Purchase	7/12/2023	7/13/2023	912828Z78	UST 1.500% 01/31/2027	70,000.00	63,639.84	472.79	64,112.63	4.29%
Purchase	7/13/2023	7/14/2023	91282CET4	UST 2.625% 05/31/2027	70,000.00	66,303.13	220.90	66,524.03	4.11%
Purchase	7/28/2023	7/31/2023	91282CHA2	UST 3.500% 04/30/2028	55,000.00	53,287.70	481.25	53,768.95	4.23%
Purchase	7/28/2023	7/31/2023	3130AWMN7	FHLB 4.375% 06/09/2028	55,000.00	55,144.65	133.68	55,278.33	4.31%
Total					250,000.00	238,375.32	1,308.62	239,683.94	

Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Cost	Total Proceeds	Realized Gain/Loss
Maturity								
Maturity	7/28/2023	7/28/2023	8923A1UU3	Toyota Credit de Puerto Rico Corp. 07/28/2023	100,000.00	96,144.33	100,000.00	3,855.67
Total					100,000.00	96,144.33	100,000.00	3,855.67

TRANSACTION STATEMENT

As of July 31, 2023

Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends					
Interest/Dividends	7/3/2023	7/3/2023	3135G0V75	FNMA 1.750% 07/02/2024	2,187.50
Interest/Dividends	7/3/2023	7/3/2023	31846V567	First American Funds, Inc.	169.57
Interest/Dividends	7/17/2023	7/17/2023	949763R81	Wells Fargo Bank, National Association 1.900% 01/17/2024	312.33
Interest/Dividends	7/17/2023	7/17/2023	14042RME8	Capital One, National Association 2.150% 07/17/2024	2,622.76
Interest/Dividends	7/17/2023	7/17/2023	3130AMYS5	FHLB 0.850% 07/15/2025	531.25
Interest/Dividends	7/31/2023	7/31/2023	91282CCP4	UST 0.625% 07/31/2026	234.38
Interest/Dividends	7/31/2023	7/31/2023	912828Z78	UST 1.500% 01/31/2027	525.00
Interest/Dividends	7/31/2023	7/31/2023	91282CGH8	UST 3.500% 01/31/2028	1,312.50
Interest/Dividends	7/31/2023	7/31/2023	3130ANBF6	FHLB 0.650% 01/29/2025	487.50
Total					8,382.79

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
Custodian Fee				
Custodian Fee	7/25/2023	7/25/2023	Cash Out	(35.03)
Total				(35.03)

Management Fee				
Management Fee	7/13/2023	7/13/2023	Cash Out	(381.66)
Total				(381.66)

STATEMENT DISCLOSURE

As of July 31, 2023



Meeder provides monthly statements for its investment management clients to provide information about the investment portfolio. The information should not be used for audit or confirmation purposes. Please review your custodial statements and report any inaccuracies or discrepancies.

Certain information and data has been supplied by unaffiliated third parties. Although Meeder believes the information is reliable, it cannot warrant the accuracy of information offered by third parties. Market value may reflect prices received from pricing vendors when current market quotations are not available. Prices may not reflect firm bids or offers and may differ from the value at which the security can be sold.

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Investing involves risk. Past performance is no guarantee of future results. Debt and fixed income securities are subject to credit and interest rate risk. The investment return and principal value of an investment will fluctuate so that an investors shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data quoted.

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Westlake Porter Public Library Operating Account

Monthly Investment Report
August 31, 2023

Your Investment Representative:

Eileen Stanic
(440) 662-8268
estanic@meederinvestment.com

For questions about your account please contact your investment representative or contact publicfundsoperations@meederinvestment.com
Dublin, Ohio | Lansing, Michigan | Long Beach, California | Austin, Texas | 866-633-3371 | www.meederpublicfunds.com

PORTFOLIO SUMMARY

As of August 31, 2023



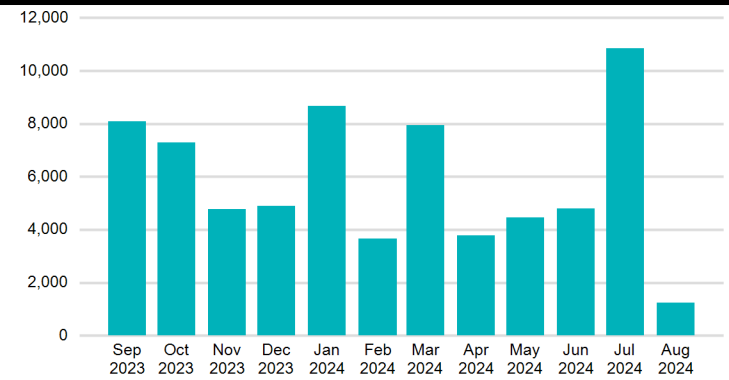
MONTHLY RECONCILIATION

Beginning Book Value	4,404,118.18
Contributions	
Withdrawals	
Prior Month Management Fees	(381.55)
Prior Month Custodian Fees	(35.19)
Realized Gains/Losses	
Gross Interest Earnings	1,989.51
Ending Book Value	4,405,690.95

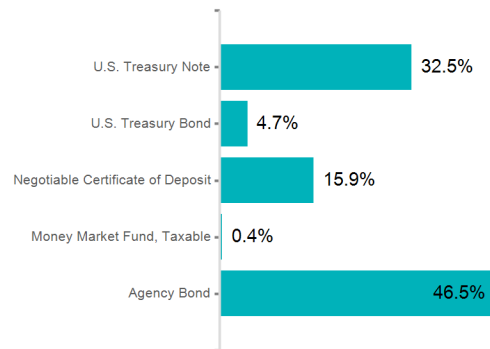
PORTFOLIO CHARACTERISTICS

Portfolio Yield to Maturity	1.84%
Portfolio Effective Duration	1.85 yrs
Weighted Average Maturity	1.97 yrs

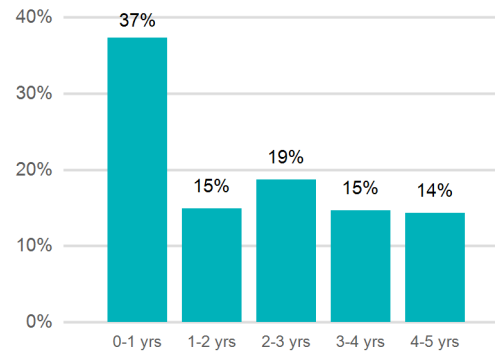
PROJECTED MONTHLY INCOME SCHEDULE



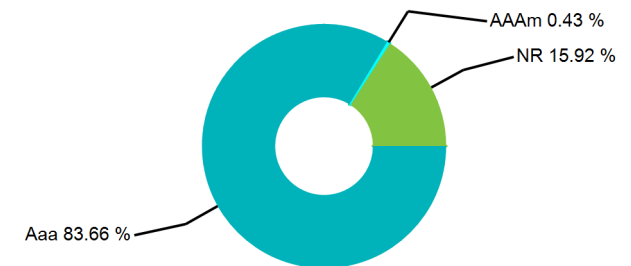
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY



Westlake Porter Public Library Operating Account

PROJECTED INCOME SCHEDULE

As of August 31, 2023



CUSIP	SECURITY DESCRIPTION	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024
066519QK8	BankUnited, FSB 0.650% 03/05/2026	205			203			203			205		
14042RME8	Capital One, National Association 2.150% 07/17/2024					2,666						4,187	
3130AM5C2	FHLB 0.420% 05/06/2024			420						420			
3130AM7F3	FHLB 0.750% 05/13/2025			750						750			
3130AMYS5	FHLB 0.850% 07/15/2025					531						531	
3130ANBF6	FHLB 0.650% 01/29/2025					488						488	
3130APB87	FHLB 1.100% 10/13/2026		550						550				
3130APTR6	FHLB 1.320% 11/23/2027			429						429			
3130ATHW0	FHLB 4.125% 09/10/2027	1,547						1,547					
3130AWMN7	FHLB 4.375% 06/09/2028				989						1,203		
3133EK3M6	FFCB 1.625% 10/23/2023		1,351										
3133EN3H1	FFCB 4.000% 11/29/2027			1,300						1,300			
3133ENW63	FFCB 4.375% 10/27/2027		1,641						1,641				
3135G0V75	FNMA 1.750% 07/02/2024					2,188						3,575	
3136G44F7	FNMA 0.550% 09/30/2025	1,073						1,073					
3137EAEW5	FMCC 0.250% 09/08/2023	369											
61690ULN8	Morgan Stanley Bank, National Association 1.900% 10/10/2023		1,847										
880591EZ1	TVA 3.875% 03/15/2028	1,243						1,356					
9128282R0	UST 2.250% 08/15/2027						844					844	
912828R36	UST 1.625% 05/15/2026			447						447			
912828T26	UST 1.375% 09/30/2023	1,828											
912828YG9	UST 1.625% 09/30/2026	447						447					
912828Z78	UST 1.500% 01/31/2027					525						525	

Westlake Porter Public Library Operating Account

PROJECTED INCOME SCHEDULE

As of August 31, 2023



CUSIP	SECURITY DESCRIPTION	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024
91282CAJ0	UST 0.250% 08/31/2025						125						125
91282CBM2	UST 0.125% 02/15/2024						2,406						
91282CBR1	UST 0.250% 03/15/2024	125						2,375					
91282CCF6	UST 0.750% 05/31/2026			188						188			
91282CCJ8	UST 0.875% 06/30/2026				328						328		
91282CCP4	UST 0.625% 07/31/2026					234						234	
91282CCW9	UST 0.750% 08/31/2026						281						281
91282CCX7	UST 0.375% 09/15/2024	188						188					
91282CDB4	UST 0.625% 10/15/2024		313						313				
91282CDG3	UST 1.125% 10/31/2026		309						309				
91282CDQ1	UST 1.250% 12/31/2026				344						344		
91282CEF4	UST 2.500% 03/31/2027	750						750					
91282CET4	UST 2.625% 05/31/2027			919						919			
91282CEW7	UST 3.250% 06/30/2027				975						975		
91282CGC9	UST 3.875% 12/31/2027				1,744						1,744		
91282CGH8	UST 3.500% 01/31/2028					1,313						1,313	
91282CHA2	UST 3.500% 04/30/2028		963						963				
949763R81	Wells Fargo Bank, National Association 1.900% 01/17/2024	323	312	323	312	723							
TOTAL		8,096	7,285	4,775	4,895	8,667	3,656	7,938	3,775	4,452	4,799	10,853	1,250

POSITION STATEMENT

As of August 31, 2023

CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
Cash and Cash Equivalents											
31846V567	First American Funds, Inc.	8/31/2023 8/31/2023	\$17,986.18	\$17,986.18	\$17,986.18	5.21%	0.003 0.003	\$1.00 \$17,986.18	\$0.00	0.27%	AAAm
STAROHIO	STAR Ohio XX019	8/31/2023 8/31/2023	\$2,432,604.00	\$2,432,604.00	\$2,432,604.00	5.52%	0.003 0.003	\$1.00 \$2,432,604.00	\$0.00	36.56%	AAAm
SubTotal			\$2,450,590.18	\$2,450,590.18	\$2,450,590.18	5.52%		\$2,450,590.18	\$0.00	36.83%	
Agency Bond											
3137EAEW5	FMCC 0.250% 09/08/2023	10/15/2021 10/18/2021	\$100,000.00	\$99,756.30	\$99,756.30	0.38%	0.022 0.024	\$99.89 \$99,888.00	\$131.70	1.50%	Aaa AA+
3133EK3M6	FFCB 1.625% 10/23/2023	10/15/2019 10/23/2019	\$150,000.00	\$149,868.00	\$149,868.00	1.65%	0.145 0.143	\$99.41 \$149,121.00	(\$747.00)	2.24%	Aaa AA+
3130AM5C2	FHLB 0.420% 05/06/2024	5/7/2021 5/10/2021	\$200,000.00	\$200,000.00	\$200,000.00	0.42%	0.682 0.664	\$96.46 \$192,926.00	(\$7,074.00)	2.90%	Aaa AA+
3135G0V75	FNMA 1.750% 07/02/2024	7/19/2019 7/22/2019	\$250,000.00	\$248,612.50	\$248,612.50	1.87%	0.838 0.813	\$96.92 \$242,302.50	(\$6,310.00)	3.64%	Aaa AA+
3130ANBF6	FHLB 0.650% 01/29/2025	7/20/2021 7/29/2021	\$150,000.00	\$150,000.00	\$150,000.00	0.65%	1.416 1.374	\$93.38 \$140,062.50	(\$9,937.50)	2.11%	Aaa AA+
3130AM7F3	FHLB 0.750% 05/13/2025	5/7/2021 5/13/2021	\$200,000.00	\$200,000.00	\$200,000.00	0.75%	1.701 1.646	\$92.60 \$185,198.00	(\$14,802.00)	2.78%	Aaa AA+
3130AMYS5	FHLB 0.850% 07/15/2025	6/23/2021 7/15/2021	\$125,000.00	\$125,000.00	\$125,000.00	0.85%	1.874 1.814	\$92.53 \$115,665.00	(\$9,335.00)	1.74%	Aaa AA+
3136G44F7	FNMA 0.550% 09/30/2025	9/15/2020 9/30/2020	\$390,000.00	\$390,000.00	\$390,000.00	0.55%	2.085 2.019	\$91.33 \$356,179.20	(\$33,820.80)	5.35%	Aaa AA+
3130APB87	FHLB 1.100% 10/13/2026	10/14/2021 10/15/2021	\$100,000.00	\$99,730.00	\$99,730.00	1.16%	3.121 2.960	\$89.70 \$89,702.00	(\$10,028.00)	1.35%	Aaa AA+
3130ATHW0	FHLB 4.125% 09/10/2027	10/31/2022 11/1/2022	\$75,000.00	\$74,419.28	\$74,419.28	4.30%	4.030 3.593	\$98.26 \$73,692.00	(\$727.28)	1.11%	Aaa AA+
3133ENW63	FFCB 4.375% 10/27/2027	10/31/2022 11/1/2022	\$75,000.00	\$75,218.25	\$75,218.25	4.31%	4.159 3.703	\$99.22 \$74,412.00	(\$806.25)	1.12%	Aaa AA+
3130APTR6	FHLB 1.320% 11/23/2027	3/31/2023 3/31/2023	\$65,000.00	\$57,535.40	\$57,535.40	4.06%	4.233 3.934	\$86.96 \$56,524.00	(\$1,011.40)	0.85%	Aaa AA+
3133EN3H1	FFCB 4.000% 11/29/2027	11/22/2022 11/29/2022	\$65,000.00	\$64,779.00	\$64,779.00	4.08%	4.249 3.816	\$97.78 \$63,557.65	(\$1,221.35)	0.96%	Aaa AA+

POSITION STATEMENT

As of August 31, 2023

CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
880591EZ1	TVA 3.875% 03/15/2028	3/28/2023 3/30/2023	\$70,000.00	\$69,736.10	\$69,736.10	3.96%	4.542 4.042	\$97.82 \$68,471.20	(\$1,264.90)	1.03%	Aaa AA+
3130AWMN7	FHLB 4.375% 06/09/2028	7/28/2023 7/31/2023	\$55,000.00	\$55,144.65 \$133.68	\$55,278.33	4.31%	4.778 4.240	\$99.99 \$54,995.60	(\$149.05)	0.83%	Aaa AA+
SubTotal			\$2,070,000.00	\$2,059,799.48 \$133.68	\$2,059,933.16	1.57%		\$1,962,696.65	(\$97,102.83)	29.50%	
Negotiable Certificate of Deposit											
61690ULN8	Morgan Stanley Bank, National Association 1.900% 10/10/2023	10/4/2019 10/10/2019	\$125,000.00	\$124,343.75	\$124,343.75	2.04%	0.110 0.109	\$99.63 \$124,535.00	\$191.25	1.87%	
949763R81	Wells Fargo Bank, National Association 1.900% 01/17/2024	1/13/2020 1/17/2020	\$200,000.00	\$199,600.00	\$199,600.00	1.95%	0.381 0.371	\$98.68 \$197,360.00	(\$2,240.00)	2.97%	
14042RME8	Capital One, National Association 2.150% 07/17/2024	7/11/2019 7/17/2019	\$246,000.00	\$244,450.20	\$244,450.20	2.28%	0.879 0.852	\$97.11 \$238,893.06	(\$5,557.14)	3.59%	
066519QK8	BankUnited, FSB 0.650% 03/05/2026	2/22/2021 3/5/2021	\$125,000.00	\$124,375.00	\$124,375.00	0.75%	2.512 2.420	\$88.89 \$111,107.50	(\$13,267.50)	1.67%	
SubTotal			\$696,000.00	\$692,768.95	\$692,768.95	1.89%		\$671,895.56	(\$20,873.39)	10.10%	
U.S. Treasury Bond											
91282CBR1	UST 0.250% 03/15/2024	2/7/2022 2/8/2022	\$100,000.00	\$97,750.00	\$97,750.00	1.34%	0.540 0.527	\$97.27 \$97,266.00	(\$484.00)	1.46%	Aaa AA+
912828R36	UST 1.625% 05/15/2026	1/11/2022 1/12/2022	\$55,000.00	\$55,378.13	\$55,378.13	1.46%	2.707 2.582	\$92.40 \$50,818.90	(\$4,559.23)	0.76%	Aaa AA+
912828YG9	UST 1.625% 09/30/2026	1/11/2022 1/12/2022	\$55,000.00	\$55,345.90	\$55,345.90	1.49%	3.085 2.928	\$91.75 \$50,462.50	(\$4,883.40)	0.76%	Aaa AA+
SubTotal			\$210,000.00	\$208,474.03	\$208,474.03	1.41%		\$198,547.40	(\$9,926.63)	2.98%	
U.S. Treasury Note											
912828T26	UST 1.375% 09/30/2023	10/22/2019 10/23/2019	\$120,000.00	\$118,996.88	\$118,996.88	1.59%	0.082 0.083	\$99.67 \$119,599.20	\$602.32	1.80%	Aaa AA+
91282CBM2	UST 0.125% 02/15/2024	2/7/2022 2/8/2022	\$100,000.00	\$97,656.25	\$97,656.25	1.30%	0.460 0.450	\$97.62 \$97,617.00	(\$39.25)	1.47%	Aaa AA+

POSITION STATEMENT

As of August 31, 2023

CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
91282CCX7	UST 0.375% 09/15/2024	1/28/2022 1/31/2022	\$100,000.00	\$97,605.47	\$97,605.47	1.31%	1.044 1.015	\$94.98 \$94,984.00	(\$2,621.47)	1.43%	Aaa AA+
91282CDB4	UST 0.625% 10/15/2024	10/13/2021 10/15/2021	\$100,000.00	\$99,929.69	\$99,929.69	0.65%	1.126 1.093	\$94.92 \$94,918.00	(\$5,011.69)	1.43%	Aaa AA+
91282CAJ0	UST 0.250% 08/31/2025	8/25/2021 8/26/2021	\$100,000.00	\$98,289.06	\$98,289.06	0.68%	2.003 1.949	\$91.23 \$91,234.00	(\$7,055.06)	1.37%	Aaa AA+
91282CCF6	UST 0.750% 05/31/2026	6/29/2021 6/30/2021	\$50,000.00	\$49,701.17	\$49,701.17	0.87%	2.751 2.658	\$90.10 \$45,049.00	(\$4,652.17)	0.68%	Aaa AA+
91282CCJ8	UST 0.875% 06/30/2026	6/29/2021 6/30/2021	\$75,000.00	\$74,912.11	\$74,912.11	0.90%	2.833 2.734	\$90.31 \$67,731.75	(\$7,180.36)	1.02%	Aaa AA+
91282CCP4	UST 0.625% 07/31/2026	8/25/2021 8/26/2021	\$75,000.00	\$74,305.66	\$74,305.66	0.82%	2.918 2.826	\$89.33 \$66,999.00	(\$7,306.66)	1.01%	Aaa AA+
91282CCW9	UST 0.750% 08/31/2026	8/26/2021 8/31/2021	\$75,000.00	\$74,660.16	\$74,660.16	0.84%	3.003 2.892	\$89.43 \$67,072.50	(\$7,587.66)	1.01%	Aaa AA+
91282CDG3	UST 1.125% 10/31/2026	1/10/2022 1/11/2022	\$55,000.00	\$53,990.23	\$53,990.23	1.52%	3.170 3.036	\$90.06 \$49,530.25	(\$4,459.98)	0.74%	Aaa AA+
91282CDQ1	UST 1.250% 12/31/2026	1/7/2022 1/10/2022	\$55,000.00	\$54,355.47	\$54,355.47	1.50%	3.337 3.193	\$90.09 \$49,551.70	(\$4,803.77)	0.74%	Aaa AA+
912828Z78	UST 1.500% 01/31/2027	7/12/2023 7/13/2023	\$70,000.00	\$63,639.84	\$63,639.84	4.29%	3.422 3.263	\$90.62 \$63,431.90	(\$207.94)	0.95%	Aaa AA+
91282CEF4	UST 2.500% 03/31/2027	6/27/2023 6/28/2023	\$60,000.00	\$56,432.81 \$364.76	\$56,797.57	4.23%	3.584 3.330	\$93.61 \$56,163.60	(\$269.21)	0.84%	Aaa AA+
91282CET4	UST 2.625% 05/31/2027	7/13/2023 7/14/2023	\$70,000.00	\$66,303.13 \$220.90	\$66,524.03	4.11%	3.751 3.485	\$93.75 \$65,625.00	(\$678.13)	0.99%	Aaa AA+
91282CEW7	UST 3.250% 06/30/2027	6/29/2023 6/30/2023	\$60,000.00	\$57,707.81	\$57,707.81	4.30%	3.833 3.528	\$95.88 \$57,527.40	(\$180.41)	0.86%	Aaa AA+
9128282R0	UST 2.250% 08/15/2027	10/31/2022 11/1/2022	\$75,000.00	\$68,525.39	\$68,525.39	4.26%	3.959 3.712	\$92.21 \$69,155.25	\$629.86	1.04%	Aaa AA+
91282CGC9	UST 3.875% 12/31/2027	1/20/2023 1/23/2023	\$90,000.00	\$91,325.39	\$91,325.39	3.55%	4.337 3.915	\$98.04 \$88,238.70	(\$3,086.69)	1.33%	Aaa AA+
91282CGH8	UST 3.500% 01/31/2028	3/23/2023 3/24/2023	\$75,000.00	\$75,038.09	\$75,038.09	3.49%	4.422 4.025	\$96.57 \$72,430.50	(\$2,607.59)	1.09%	Aaa AA+
91282CHA2	UST 3.500% 04/30/2028	7/28/2023 7/31/2023	\$55,000.00	\$53,287.70 \$481.25	\$53,768.95	4.23%	4.668 4.194	\$96.54 \$53,094.25	(\$193.45)	0.80%	Aaa AA+

POSITION STATEMENT

As of August 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
SubTotal			\$1,460,000.00	\$1,426,662.31 \$1,066.91	\$1,427,729.22	2.22%		\$1,369,953.00	(\$56,709.31)	20.59%	
Grand Total			\$6,886,590.18	\$6,838,294.95 \$1,200.59	\$6,839,495.54	3.18%		\$6,653,682.79	(\$184,612.16)	100.00%	

TRANSACTION STATEMENT

As of August 31, 2023

Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends					
Interest/Dividends	8/1/2023	8/1/2023	31846V567	First American Funds, Inc.	354.27
Interest/Dividends	8/15/2023	8/15/2023	91282CBM2	UST 0.125% 02/15/2024	62.50
Interest/Dividends	8/15/2023	8/15/2023	9128282R0	UST 2.250% 08/15/2027	843.75
Interest/Dividends	8/17/2023	8/17/2023	949763R81	Wells Fargo Bank, National Association 1.900% 01/17/2024	322.74
Interest/Dividends	8/31/2023	8/31/2023	91282CAJ0	UST 0.250% 08/31/2025	125.00
Interest/Dividends	8/31/2023	8/31/2023	91282CCW9	UST 0.750% 08/31/2026	281.25
Total					1,989.51

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
Custodian Fee				
Custodian Fee	8/25/2023	8/25/2023	Cash Out	(35.19)
Total				(35.19)

Management Fee				
Management Fee	8/14/2023	8/14/2023	Cash Out	(381.55)
Total				(381.55)

STATEMENT DISCLOSURE

As of August 31, 2023



Meeder provides monthly statements for its investment management clients to provide information about the investment portfolio. The information should not be used for audit or confirmation purposes. Please review your custodial statements and report any inaccuracies or discrepancies.

Certain information and data has been supplied by unaffiliated third parties. Although Meeder believes the information is reliable, it cannot warrant the accuracy of information offered by third parties. Market value may reflect prices received from pricing vendors when current market quotations are not available. Prices may not reflect firm bids or offers and may differ from the value at which the security can be sold.

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Investing involves risk. Past performance is no guarantee of future results. Debt and fixed income securities are subject to credit and interest rate risk. The investment return and principal value of an investment will fluctuate so that an investors shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data quoted.

Meeder Investment Management is the global brand for the Meeder group of affiliated companies. Investment advisory services are provided through Meeder Public Funds, Inc. Please contact us if you would like to receive a copy of our current ADV disclosure brochure or privacy policy.

Mission Moment

At the request of a patron, we applied for the opportunity to help facilitate a screening of the new film by the 9/11 Memorial and Museum. This was a partnership between the 9/11 Memorial, AMC Theaters, WPPL and Rocky River Public Library. In addition to the film, we hosted three in person speakers that added a tremendous amount to the program and learn and grown about a very important part of our history.

Upcoming Dates/Events

Sept 27-29 OLC Conference and Expo

Nov 4 – Connecting for Kids Fundraiser

Meetings/Training/Programs

Hosted a Westlake School teacher for her practicum as part of licensure program for school administrators.

Prepped for Art Festival

Attended Westlake in Bloom Ceremony where we placed 3rd in the Churches and Institutions category

Assisted Footpath Foundation with getting school kits ready

Farrell Foundation meeting

Rotary Meeting

Connecting for Kids Meeting

Met with potential \$15,000 donor. The donor is looking to support the Makerspace and STEAM programming.

Presented at OLC's New Director's workshop

OLC Government Relations Committee (Chair)

Friends of Porter Library

Porter Library Foundation

2024 Art Fest meeting

Friends/Foundation

Friends

The Book Nook is going exceedingly well with revenues much higher than projected. The Annual Book sale is coming up and volunteers are welcome. I am calling upon the Board and Administration to, once again, provide the soft drinks for the Friends.

Foundation

Safety and Security

Mission moment: I showed a juvenile female patron how to use the card catalog. She located a book she wanted and I assisted her in placing a hold on it.

July

- 1 Illness/Accident
- 1 Banned Patron in Library
- 1 Other (needle found in parking lot)

August

- 2 Patron Assistance/Policy Issue
- 4 Disruptive Behavior (2 concerned the same matter)
- 2 Thefts
- 2 Harassment
- 1 Inappropriate Internet use.

Building Services

Mission Moment: Again, while changing the Story Walk, a presumed resident and confirmed patron (I asked), spoke very highly of the entire library and the Story Walk in particular. He followed me around for about 3 stations telling me how much he enjoyed reading the stories.

The light fixture in the newly remodeled AS area was repaired.

All air eliminators in the boiler room and air handler heating coils have been replaced as more than ½ were either not functioning as designed or leaking.

Bids for the rebuilding of the domestic water backflow were sent out and received. This was in response to the emergency rebuilding of the fire suppression backflow, and the probable need in the near future for the domestic water backflow. It will be done on off hours as a preventative measure.

A fire alarm module was replaced on AHU-3 smoke detection to eliminate nuisance beeping and supervisory calls.

Several pavers in the pavilion were changed as new sponsored pavers were delivered.

A window cleaning company was contacted to do a complete inside and out cleaning.

Coils were cleaned on all condensing units using a dry broom method.

Two trees in the front of the building were taken down as recent damage made them dangerous, unsightly, and susceptible to dying.

Snow plow bids were due on August 31 and will be reviewed.

A comprehensive maintenance list will be compiled, and items broken down by trade, importance, and skills required to allow for more efficient completion of tasks.

Catch basins repair will be awarded and scheduled to be completed.

Sealing of pavilion concrete and possible front entry will occur.

Other Projects/Planning

Strategic Plan – Working with NEO-RLS to develop a timeline and budget.

Next Phase of Space Planning – Working with Bialosky on their proposal.

WESTLAKE PORTER PUBLIC LIBRARY ♦ 27333 Center Ridge Road ♦ Westlake, OH 44145

Andrew Mangels, Director

9/14/2023

REGULAR BOARD MEETINGS 2024

January 17.....	Organizational Meeting	6:00 pm
January 17.....	Regular Meeting.....	6:30 pm
February 21	Regular Meeting.....	6:30 pm
March 20	Regular Meeting.....	6:30 pm
April 17	Regular Meeting	6:30 pm
May 15.....	Regular Meeting.....	6:30 pm
June 19.....	Regular Meeting.....	6:30 pm
July 17	Regular Meeting.....	6:30 pm
August	<i>No Scheduled Meeting</i>	
September 18.....	Regular Meeting.....	6:30 pm
October 16.....	Regular Meeting.....	6:30 pm
November 20.....	Regular Meeting	6:30 pm
December 18.....	Regular Meeting	6:30 pm

All regular meetings are held on the third Wednesday of each month in the Board Room of Westlake Porter Public Library unless otherwise noted.

**Exception:*

August: No meeting.

2024 Closings

Approved by the WPPL Board of Trustees: September 20, 2024.

New Year's Day	Monday, January 1
Easter Sunday	Sunday, March 31
Memorial Day	Sunday, May 26 and Monday, May 27
Independence Day	Thursday, July 4
Labor Day	Sunday, September 1 and Monday, September 2
Thanksgiving Eve (close at 5:00 pm)	Wednesday, November 27
Thanksgiving Day	Thursday, November 28
Christmas Eve Day	Tuesday, December 24
Christmas Day	Wednesday, December 25
New Year's Eve (close at 5:00 pm)	Tuesday, December 31

PayPeriod End Date	Funds Available
1/6/2024	1/11/2024
1/20/2024	1/25/2024
2/3/2024	2/8/2024
2/17/2024	2/22/2024
3/2/2024	3/7/2024
3/16/2024	3/21/2024
3/30/2024	4/4/2024
4/13/2024	4/18/2024
4/27/2024	5/2/2024
5/11/2024	5/16/2024
5/25/2024	5/30/2024
6/8/2024	6/13/2024
6/22/2024	6/27/2024
7/6/2024	7/11/2024
7/20/2024	7/25/2024
8/3/2024	8/8/2024
8/17/2024	8/22/2024
8/31/2024	9/5/2024
9/14/2024	9/19/2024
9/28/2024	10/3/2024
10/12/2024	10/17/2024
10/26/2024	10/31/2024
11/9/2024	11/14/2024
11/23/2024	11/28/2024
12/7/2024	12/12/2024
12/21/2024	12/26/2024
1/4/2025	1/9/2025

Floating Holidays

The library conducts business on the following federal holidays.

All PTO, floating holiday and personal time must be used between January 1, 2024, and December 31, 2024.

Martin Luther King, Jr. Day	Monday, January 15
Presidents' Day	Monday, February 19
Juneteenth	Wednesday, June 19
Columbus Day	Monday, October 14
Veterans Day	Monday, November 11

Events & Conferences

ALA Midwinter Meeting (Denver, CO).....	February 8-12
National Library Week.....	April 7-13
National Volunteer Week	April 21-27
Summer Reading Begins	June 1
ALA Annual Conference (San Diego, CA)	June 27-July 2
Friends' Annual Ice Cream Social.....	
WPPL's 140th Anniversary	Sunday, December 15

JANUARY 2024							FEBRUARY 2024							MARCH 2024							APRIL 2024							MAY 2024							JUNE 2024						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6						1	2	3						1	2	3	4	5	6	7	8	9				1	2	3	4							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	28	29	30					28	29	30	31				23	24	25	26	27	28	29

WESTLAKE PORTER PUBLIC LIBRARY
Fund 101 - General Fund
Resolution 11-23
9/20/2023

Account	Description	2023 Permanent Budget	Adjustment	2023 Revised Permanent Budget	Notes
EXPENSES:					
SUBTOTAL(PERSONNEL)		3,731,855	-	3,731,855	
52110	COMPUTER SUPPLIES	17,500		17,500	
52120	LIBRARY SUPPLIES	26,250	7,000	33,250	add'l funds needed for call # project and barcode replacements
52140	COPIER SUPPLIES	3,500		3,500	
52150	OFFICE SUPPLIES	7,400		7,400	
52160	PROGRAM SUPPLIES	5,000	2,750	7,750	reallocation of Libraries Accelerating Learning grant funds
52170	STAFF RECOGNITION	4,350		4,350	
52210	PROPERTY MAINT	15,000		15,000	
52220	CUSTODIAL	15,000		15,000	
52310	VEHICLE FUEL & PARTS	3,400		3,400	
SUBTOTAL(SUPPLIES)		97,400	9,750	107,150	
53110	STAFF INTERNAL TRAINING	1,500		1,500	
53120	STAFF EXTERNAL TRAINING	25,650		25,650	
53130	MILEAGE - OTHER	450		450	
53140	BOARD INTERNAL TRAINING	500		500	
53150	BOARD EXTERNAL TRAINING	600		600	
53210	TELECOMMUNICATIONS	9,750		9,750	
53220	POSTAGE	20,500		20,500	
53230	PRINTING & PUBLICITY	54,200		54,200	
53240	DATACOMMUNICATIONS	-		-	
53310	COMPUTER MAINT	94,721		94,721	
53320	EQUIPMENT MAINT	7,780		7,780	
53330	BLDG/PROPERTY MAINT	149,402		149,402	
53340	SECURITY ALARM	2,600		2,600	
53410	INSURANCE	40,000		40,000	
53510	RENT/LEASE	9,674		9,674	
53610	UTILITIES	115,500		115,500	
53710	CONSULTING SERVICES	16,000		16,000	
53720	SPEAKERS/PERFORMERS	34,250	(3,750)	30,500	reallocation of Libraries Accelerating Learning grant funds
53730	BANK FEES	29,990		29,990	
53740	AUDIT FEES	60,430		60,430	
53750	COLLECTIONS	3,000		3,000	
53760	TEMPORARY OUTSIDE SERVICES	-		-	
53770	MEDIA SERVICES	-		-	
53810	OHIONET -CATALOGING SOURCES	34,988		34,988	
53820	ONLINE ACCESS FEES	6,812		6,812	
53910	ILL DELIV SVRS	13,750		13,750	
SUBTOTAL(SERVICES)		732,047	(3,750)	728,297	
SUBTOTAL(MATERIALS)		740,032	1,000	741,032	reallocation of Libraries Accelerating Learning grant funds
SUBTOTAL (CAPITAL)		222,000	-	222,000	
57110	MEMBERSHIPS-LIBRARY	16,750		16,750	
57120	MEMBERSHIPS-BUSINESS	2,750		2,750	
57220	ELECTION ASSESSMENT	9,750		9,750	
57250	STATE SALES TAX	1,450		1,450	
57510	REFUNDS	350		350	
57900	MISCELLANEOUS	-		-	
58110	CONTINGENCY/OTHER	20,000	(7,000)	13,000	move funds into Tech Processing Supplies PO
59910	TRANSFERS	680,000		680,000	
SUBTOTAL(OTHER)		731,050	(7,000)	724,050	
TOTAL OPERATING EXPENSES		6,254,384	-	6,254,384	

WESTLAKE PORTER PUBLIC LIBRARY
Resolution 12-23
Fund 410 - Development
9/20/2023

Account	Description	2023 Permanent Budget	Adjustment	2023 Revised Budget	Notes
REVENUE:					
410.00.46100	DONATIONS	10,000	18,000	28,000	donations for the Makerspace - \$1K Rotary; \$2K Foundation; \$15K donor
410.00.49100	TRANSFERS	-	-	-	
	REVENUE	10,000		28,000	
	CARRY FORWARD	41,740		41,740	
		51,740		69,740	
EXPENSES:					
410-00-52000	SUPPLIES	11,910		11,910	
410-00-53000	CONTRACTED SERVICES	4,090	5,000	9,090	donation to fund STEAM programming
410-00-54000	MATERIALS	9,250		9,250	
410-00-55000	CAPITAL	-	13,000	13,000	Makerspace equipment from donations
410-00-59000	TRANSFERS	-		-	
410-10-52000	Flowers - Christina's Corner	50		50	
410-10-54000	LIBRARY MATERIALS - CC	-		-	
410-10-55000	CAPITAL - Christina's Corner	-		-	
	TOTAL EXPENSES	25,300	18,000	43,300	
	REVENUE LESS EXPENSES	(15,300)		(15,300)	
	EST CARRYOVER BALANCE	26,440		26,440	

WESTLAKE PORTER PUBLIC LIBRARY
Resolution 13-23
Fund 420 - Friends
9/20/2023

Account	Description	2023 Permanent Budget	Adjustment	2023 Revised Budget	Notes
REVENUE:					
420-00-46100	DONATIONS	17,782		17,782	
	REVENUE	17,782	-	17,782	
	CARRY FORWARD	10,360		10,360	
		28,142	-	28,142	
EXPENSES:					
420-00-52000	SUPPLIES	18,091		18,091	
420-00-53000	CONTRACTED SERVICES	10,050	(2,000)	8,050	
420-00-54000	MATERIALS	-		-	
420-00-55000	CAPITAL	-	2,000	2,000	purchase of multil-learning cube for YS using Myrna Chelko early literacy funds
420-00-59000	TRANSFER	-		-	
	TOTAL EXPENSES	28,141	-	28,141	
	REVENUE LESS EXPENSES	(10,359)	-	(10,359)	
	EST CARRYOVER BALANCE	1		1	