

UPPER ARLINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, DECEMBER 4, 2018 AT 5 PM
MINUTES

The meeting was called to order at 5:06 p.m.

IN ATTENDANCE

BOARD MEMBERS: Kevin Fix, Peter Hahn, Gloria Heydlauff, Sarah Mueller, William J. Shkurti, and John M. Yesso.

ALSO PRESENT: Chris Taylor, Director; Kate Porter, Assistant Director; Greg Ramage, Director of Support Services; Lori Piergallini, Fiscal Officer; and Allison Frew, Executive Assistant.

EXCUSED ABSENCE: Maura Bowen.

CONSENT AGENDA

In addition to approving the absence of Maura Bowen, the consent agenda included the Minutes from the October Board of Trustees meeting, the Financial Report for October and the October Donations Resolution. The Financial Report is included as an exhibit to these minutes. The Donations Resolution is included here.

RESOLUTION 28-18
OCTOBER DONATIONS

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library acknowledges and accepts into the fund listed below the following donations with sincere thanks:

Amount	Fund	First Name	Last Name	Campaign
\$ 1,000.00	130	Amanda's Fund of Coastal Community Foundation of SC		In Memory of Linda Christie
\$ 150.00	130	Rich and Lauren Keeler Family Fund		In Memory of Linda Christie
\$ 100.00	130	The Lakes Golf and Country Club		In Memory of Linda Christie
\$ 200.00	130	Michael and Paige	Crane	In Memory of Linda Christie
\$ 100.00	130	Jay and Aleusha	Gerlach	In Memory of Linda Christie
\$ 50.00	130	Susan and Larry	Hill	In Memory of Linda Christie
\$ 100.00	130	Robin	Holderman	In Memory of Linda Christie
\$ 100.00	130	Bob & Marty	Huestis	In Memory of Linda Christie
\$ 50.00	130	Michael and Kris	Hurd	In Memory of Linda Christie
\$ 50.00	130	William	Jennison	In Memory of Linda Christie

\$ 50.00	130	Charles and Twilo	Kegler	In Memory of Linda Christie
\$ 50.00	130	Louis and Sara	Kreider	In Memory of Linda Christie
\$ 300.00	130	David and Bette	Lauer	In Memory of Linda Christie
\$ 50.00	130	Timothy and Susan	Matheney	In Memory of Linda Christie
\$ 50.00	130	Michael and Maria	Mercurio	In Memory of Linda Christie
\$ 500.00	130	Amy and Jason	Mumaw	In Memory of Linda Christie
\$ 25.00	130	Nanette and Bill	Newcomb	In Memory of Linda Christie
\$ 100.00	130	Mark and Beth	Olson	In Memory of Linda Christie
\$ 100.00	130	Carol	Porter	In Memory of Linda Christie
\$ 5.00	130	Erik	Vasusarver	Unsolicited 2018
\$ 5.00	130	Erik	Vasusarver	Unsolicited 2018
\$ 5.00	130	Erik	Vasusarver	Unsolicited 2018
\$ 50.00	130	Thomas and Linda	White	In Memory of Linda Christie
\$ 3,190.00	Total			

SIGNATURE SHEET

Resolution No. 28-18

12/4/2018

Upon the motion of Trustee Gloria Heydlauff, seconded by Trustee Kevin Fix:

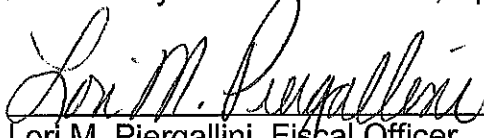
Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon by the Upper Arlington Public Library Board of Trustees, Upper Arlington, Ohio on the above-noted date.


Lori M. Piergallini, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

ASSISTANT DIRECTOR'S REPORT

The Library has received over \$5,000 in donations in memory of Linda Christie, who passed away in September. Mrs. Christie was a frequent patron of the Miller Park Library. We are using the donations to update Miller Park Library's Activity Room in her memory.

For the safety and security of our patrons and staff, Main Library's front doors will be locked until the Library opens to the public at 10:00 a.m Monday – Saturday and 1:00 p.m. on Sunday. Staff and volunteers who need access to the building before opening hours have been issued key fobs. There is a sign posted on the front door to notify patrons when the doors will open. The Board suggested including a notice on the website as well.

DIRECTOR'S REPORT

Edge, a management tool that helps libraries align their technology resources to community priorities, recently invited the Library to complete an assessment at no cost in order to help them build their representative sample. The Library will receive a peer comparison report and recommendations for resources and tools upon completion.

MONTHLY STATISTICS

The Director updated the Board on year-to-date statistics for the monthly stats.

The 2018 User Visits stats for January to April have been adjusted to represent the average 24% difference in counts between the former people counter and the new counter that was installed in May 2018.

FINANCE COMMITTEE

The Notes from the Finance Committee meeting are included here.

UPPER ARLINGTON PUBLIC LIBRARY FINANCE COMMITTEE WEDNESDAY, NOVEMBER 14, 2018 MEETING NOTES

The meeting was called to order at 5:05 p.m.

IN ATTENDANCE

BOARD MEMBERS: Peter Hahn, and Bill Shkurti

STAFF MEMBERS: Chris Taylor, Kate Porter, Lori Piergallini, and Allison Frew

EXCUSED ABSENCE: Kevin Fix

REVIEW OCTOBER FINANCIALS

The Library's 2018 YTD Expenditures are 8% higher than they were at this time last year. The Library's 2018 YTD Revenue is 10% higher than it was in October 2017.

The ending balance for all Library accounts is currently \$447,000 higher than it was this time last year. The Fiscal Office expects to end the year under budget.

The Public Library Fund is 4.6% higher than projected for October. October interest totaled \$7,544 and Passport fee revenue was \$4,809.

REVIEW OCTOBER CHECKS

The October checks were presented to the Committee for review and approval. The Fiscal Officer offered explanations for significant expenditures.

REVIEW BANK RECONCILIATIONS

Committee members reviewed all bank account reconciliations. All accounts are balanced as of October 31, 2018.

2019 CAPITAL BUDGETS AND NEW LONG TERM PLANS

The Committee was presented with the draft of the 2019 Capital Budget and the updated version of the Facilities Long Term Plans, which itemizes the maintenance schedule for each Library building and the budget estimates per project. The Committee was satisfied with both plans and had no additional suggestions for the budget or plans.

2019 PAY RAISES AND RANGES

The Library has budgeted 2.75% of current salaries for merit-based raises this year. Administration is awaiting a final round of evaluation revisions to determine the percentage available for the highest merit raise band.

Ohio minimum wage increases to \$8.55 in 2019. The Shelver position pay range was increased to compensate for this change. All other ranges are unchanged for 2019.

REVIEW 2019 BUDGETS ALL FUNDS

The Fiscal Officer presented the General Fund 5-Year Projection and explained the most recent changes to Salaries and Benefits line and the Library Materials line.

DRAFT OF REVISED 2018 APPROPRIATIONS RESOLUTION

The Board originally budgeted \$200,000 for General Fund transfers-out; however, the Board approved an additional transfer of \$100,000 to the Building Improvement Fund in October and \$6,975 in insurance reimbursement from earlier this year. Total Transfers-out totaled \$306,976. The Committee will recommend approval of an amendment of \$106,976 to the full Board in December.

UPDATE ON THE STRATEGIC PLANNING PROCESS

The Committee discussed the current phase of the Strategic Planning Consultant hiring process.

The December Finance Committee meeting was cancelled.

ADJOURNMENT

The meeting was adjourned at 5:38 p.m.

Next Meeting: TBD

FISCAL OFFICER'S REPORT

The November Public Library Fund was 7% higher than anticipated.

The Tax Settlement was deposited into the Library's StarOHIO account in order to take advantage of the high interest rate. Our StarOHIO account accrued just under \$7,300 in interest for November.

2018 APPROPRIATIONS AMENDMENT RESOLUTION

RESOLUTION 29-18

2018 APPROPRIATIONS AMENDMENT

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library acknowledges and approves the following change to the 2018 Appropriations:

Fund 100 General Fund (To cover Transfers made to Building Imp. Fund 402)	+ \$106,976
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Total Appropriations Increase	\$106,976
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SIGNATURE SHEET

Resolution No. 29-18

12/4/2018

Upon the motion of Trustee William Shkurti, seconded by Trustee Peter Hahn:

Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye

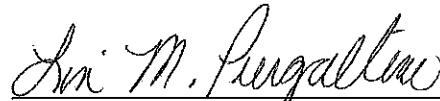
Peter Hahn
Sarah Mueller

Aye
Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon by the Upper Arlington Public Library Board of Trustees, Upper Arlington, Ohio on the above-noted date.



Lori M. Piergallini, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

2019 PAY RANGES AND WAGE INCREASES RESOLUTION

RESOLUTION 30-18

2019 Pay Ranges and Staff Pay Increase

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library acknowledges and approves the revised 2019 pay ranges as listed in the attached permanent exhibit to be effective beginning December 16, 2018.

BE IT FURTHER RESOLVED that the Board of Trustees of the Upper Arlington Public Library does hereby approve merit increases of 1%, 2%, 3% or 3.75% dependent on each eligible staff member's overall evaluation rating to be effective with the first pay of 2019.

AND BE IT FURTHER RESOLVED that the Board of Trustees of the Upper Arlington Public Library does hereby approve merit increase of 3.5% for the Library Director to be effective with the first pay of 2019 and an additional, one time 5% bonus to be paid with the first pay of 2019.

SIGNATURE SHEET

Resolution No. 30-18

12/4/2018

Upon the motion of Trustee Gloria Heydlauff, seconded by Trustee Kevin Fix:

Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye

Sarah Mueller

Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

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Lori M. Piergallini, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

2019 PERMANENT APPROPRIATION RESOLUTION

The Resolution is included as an exhibit to these minutes.

SIGNATURE SHEET

Resolution No. 31-18

12/4/2018

Upon the motion of Trustee Sarah Mueller, seconded by Trustee Peter Hahn:

Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

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Lori M. Piergallini, Fiscal Officer
Upper Arlington Public Library

Upper Arlington, Ohio

TAX ADVANCE RESOLUTION REQUEST

The Request for Tax Advance is included as an exhibit to these minutes.

**RESOLUTION 32-18
Authorization to have County Auditor Release Advance
Distribution of Tax Dollars**

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library authorizes the Fiscal Officer of the Library to receive tax advances and settlements from the Franklin County Auditor for the 2019 fiscal year.

SIGNATURE SHEET

Resolution No. 32-18

12/4/2018

Upon the motion of Trustee William Shkurti, seconded by Trustee Gloria Heydlauff:

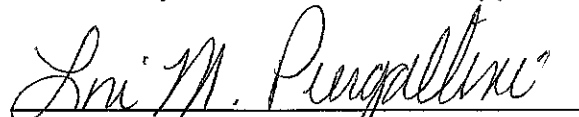
Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

CERTIFICATION

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Lori M. Piergallini, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

OPERATIONS COMMITTEE

The notes from the Operations Committee meeting are included here.

**UPPER ARLINGTON PUBLIC LIBRARY
OPERATIONS COMMITTEE
TUESDAY, NOVEMBER 6, 2018
MEETING NOTES**

The meeting was called to order at 5:03 p.m.

IN ATTENDANCE

BOARD MEMBERS: Maura Bowen, Gloria Heydlauff, Sarah Mueller, William Shkurti and John Yesso

STAFF MEMBERS: Chris Taylor, Kate Porter, Greg Ramage, Steve Benson
Chris Minx, and Allison Frew

REVIEW LONG TERM FACILITIES CAPITAL PLANS

The Committee was presented with the updated version of the Facilities Long Term Plans, which itemizes the maintenance schedule for each Library building and the budget estimates per project. The Committee was satisfied with the plans and had no additional suggestions for this section. The plan will also be presented to the Finance Committee.

DRAFT 2019 CAPITAL BUDGET

The Committee was presented with the updated version of the 2019 Capital Budget draft. The Committee was satisfied with this version of the budget and had no additional suggestions for this section. The draft will also be presented to the Finance Committee.

DRAFT GENERAL FUND BUDGET AND 5-YEAR PROJECTION

The Committee was presented with the latest version of the 5-Year Budget Projection. The Fiscal Officer will adjust the projections to the salaries and benefit line since the Library recently received its health insurance quote. The Committee suggested some cosmetic changes to the document but was satisfied otherwise.

DISCUSS STRATEGIC PANNING CONSULTANT INTERVIEW PROCESS

Sarah Mueller recused herself from this discussion and exited the room.

The Committee discussed and agreed to adjust the scope of the Strategic Planning project. After reviewing the scores of the strategic planning consultant RFPs, two agencies were selected for interviews.

ADJOURNMENT

The Meeting was adjourned at 5:38 p. m.

Next Meeting: Tuesday, February 1, 2019 at 5 p.m. in Meeting Room C

PRESIDENT'S REPORT

SELECTION OF STRATEGIC PLANNING CONSULTANT RESOLUTION

33-18 RESOLUTION

**To Enter Into an Agreement with Benefactor Group
for Strategic Planning Services**

BE IT RESOLVED that the Upper Arlington Public Library Board of Trustees approves entering into an agreement with Benefactor Group for Strategic Planning Services.

BE IT FURTHER RESOLVED that the Upper Arlington Public Library Board of Trustees authorizes the Director to sign any such document(s) as may be needed.

AND BE IT FURTHER RESOLVED that the Upper Arlington Public Library Board of Trustees authorizes the Fiscal Officer to issue a Purchase Order in 2019 for the above services in an amount not to exceed \$24,700.

SIGNATURE SHEET

Resolution No. 33-18

12/4/2018

Upon the motion of Trustee Gloria Heydlauff, seconded by Trustee Kevin Fix:


Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

CERTIFICATION

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Lori M. Piergallini, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

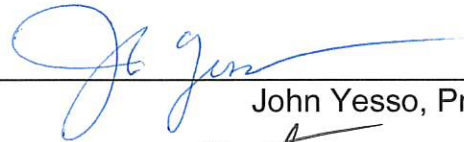
ADJOURNMENT

Peter Hahn made a motion to adjourn the meeting. William Shkurti seconded the motion.

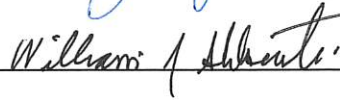
Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

The meeting was adjourned at 5:29 p.m.



John Yesso, President



William J. Shkurti, Secretary

Upper Arlington Public Library
All Funds
Statement of Cash Position
As of October 31, 2018

Fund No.	Fund Description	January 1, 2018 Balance (a)	2018 YTD Revenue (b)	2018 YTD Expended (c)	10/31/2018 Balance (a + b - c)	Outstanding Encumbrance (d)	Unencumbered Balance ((a+b)-(c+d))
1X0	General Fund-Combined	\$ 3,003,654.44	\$ 5,637,928.00	\$ 4,931,277.46	\$3,710,304.98	\$ 423,767.62	\$3,286,537.36
2XX	Special Revenue Fund-Combined	\$278,587.88	\$ 106,233.13	\$ 71,044.56	\$313,776.45	\$ 67,244.25	\$246,532.20
402	Building Improvement	\$364,979.22	\$ 329,644.48	\$ 266,240.50	\$428,383.20	\$ 38,973.27	\$389,409.93
501	Employee FSA Fund	\$3,202.68	\$ 15,100.40	\$ 14,566.72	\$3,736.36	\$ -	\$3,736.36
GRAND TOTAL		\$3,650,424.22	\$6,088,906.01	\$5,283,129.24	\$4,456,200.99	\$529,985.14	\$3,926,215.85

Fund 1X0 We do not encumber funds for payroll. Outstanding encumbrances represent blanket purchase orders encumbering funds for library materials and other operating expenses.

Fund 2XX Special Revenue Fund is used to track donations to the Library by the Friends and other private sources as well as the corresponding expenditures. Like the General Fund, this information provided summarizes the data into one Special Revenue Fund and is noted as such.

Fund 402 the Building Improvement Fund is used for building and technology improvements.

Fund 501 Employee FSA Fund is a restricted fund used for Employee FSA contributions that the Library maintains in house.

Upper Arlington Public Library
All Funds
Statement of Cash Position
As of October 31, 2017

Fund No.	Fund Description	1/1/2017 Balance (a)	2017 YTD Revenue (b)	2017 YTD Expended (c)	10/31/2017 Balance (a + b - c)	Outstanding Encumbrance (d)	Unencumbered Balance ((a+b)-(c+d))
1X0	General Fund-Combined	\$2,633,914	\$5,500,184	\$4,683,779	\$3,450,319	\$296,412	\$3,153,906
2XX	Special Revenue Fund-Combined	\$286,478	\$30,166	\$38,479	\$278,165	\$11,560	\$266,606
402	Building Improvement	\$453,471	\$0	\$157,036	\$296,435	\$267,919	\$28,516
501	Employee FSA Fund	\$5,000	\$8,733	\$10,522	\$3,211	\$0	\$3,211
GRAND TOTAL		\$3,378,863	\$5,539,083	\$4,889,816	\$4,028,130	\$575,891	\$3,452,240

Fund 1X0 We do not encumber funds for payroll. Outstanding encumbrances represent blanket purchase orders encumbering funds for library materials and other operating expenses.

Fund 2XX Special Revenue Fund is used to track donations to the Library by the Friends and other private sources as well as the corresponding expenditures. Like the General Fund, this information provided summarizes the data into one Special Revenue Fund and is noted as such.

Fund 402 the Building Improvement Fund is used for building and technology improvements.

Fund 501 Employee FSA Fund is a restricted fund used for Employee FSA contributions that the Library maintains in house.

Upper Arlington Public Library
General Fund
Monthly Statement Includes Year-end Projections and Projected Year-end Cash Balance
As of October 31, 2018

Beginning Cash Balance as of January 1, 2018 \$ 3,003,654.44

General Fund Operating Revenue	Budget	YTD Revenue	Projected Year End Revenue	Over / (Under) Budget
General Property Taxes	\$ 3,182,462.00	\$ 3,182,856.30	\$ 3,182,856.30	\$ 394.30
Public Library Fund	\$ 2,521,510.00	\$ 2,208,080.75	\$ 2,637,433.23	\$ 115,923.23
Other Income	\$ 217,200.00	\$ 246,990.95	\$ 286,990.00	\$ 69,790.00
Total Revenue	\$ 5,921,172.00	\$ 5,637,928.00	\$ 6,107,279.53	\$ 186,107.53

General Fund Operating Expenditures	Budget	YTD Expenditures	Projected Year End Expenditures	(Over) / Under Budget
Salaries & Benefits	\$ 3,991,961.00	\$ 3,335,462.21	\$ 3,964,187.04	\$ 27,773.96
Library Materials	\$ 825,000.00	\$ 634,515.50	\$ 825,000.00	\$ -
Other Expenditures	\$ 1,010,207.00	\$ 654,323.77	\$ 774,324.00	\$ 235,883.00
Total Expenditures	\$ 5,827,168.00	\$ 4,624,301.48	\$ 5,563,511.04	\$ 263,656.96

Net Budget (Revenue less Expenditures before Cash Transfers Out)	\$ 94,004.00	\$ 1,013,626.52	\$ 543,768.49	\$ 449,764.49
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Non-Operating Expenditures

Cash Transfers Out to Fund 402 - Building Improvement Fund	\$ 200,000.00	\$ 306,975.98	\$ 306,975.98	\$ (106,975.98)
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Net Budget after Cash Transfers	\$ (105,996.00)	\$ 706,650.54	\$ 236,792.51	\$ 342,788.51
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General Fund Cash Balance at December 31, 2018 \$ 3,240,446.95

Budget as approved by the Board of trustees in December 2017.

General Property Tax - Revenue from the existing 2.0 mil levy is received in March and August of every fiscal year.

Public Library Fund - PLF is set at 1.68% of GRF revenue effective July 1, 2017. October PLF was 4.6% higher than projected.

Other Income - consists of revenue from passport services and passport photo sales, fines, fees, unrestricted donations, interest earnings, and cataloging services for the Bexley Public Library. October interest totaled \$7,544 and Passport fee revenue was \$4,809.

Salaries & Benefits - The 2018 budget included a vacancy credit of 2.5% of the full cost of salaries and related taxes.

Library Materials - Expenditures are budgeted at 15 % of the General Fund total budget.

Other Expenditures - Year end expenditure projection based on outstanding budgeted amounts and the elimination of line items not used.

Cash Transfers Out to Fund 402 - Building Improvement Fund is the line that allows the Library to fund the capital plans by moving money from the General Fund to the Building Improvement Fund. The State considers transfers an expenditure and must be part of the approved budget.

Net Budget After Cash Transfers Out - A positive number indicates that we will be increasing the cash balance.

UAPL 2019 Pay Ranges

Effective December 16, 2018

Level	Job Title	Min	Mid	Max
1	Shelver	\$8.55	\$10.43	\$11.99
	2019 OH Min wage is \$8.55			
2	Library Aide	\$9.57	\$11.97	\$14.36
3	Aquisition Assistant Circulation Assistant Custodian-Courier	\$11.02	\$13.78	\$16.53
4	Accounting Clerk	\$12.62	\$15.78	\$18.93
5	Branch Associate Cataloger (non-MLS) Community Relations Associate ILL Coordinator Public Services Associate	\$13.96	\$18.14	\$22.31
6	Acquisitions Coordinator Branch Circulation Supervisor Circulation Supervisor Graphic Designer IT Assistant Programmer	\$16.72	\$20.90	\$25.08
7	Executive Assistant	\$18.70	\$23.38	\$28.05
		\$38,896.00	\$48,630.40	\$58,344.00
8	Community Engagement Specialist Librarian	\$20.33	\$26.40	\$31.68
		\$42,286.40	\$54,912.00	\$65,894.40
9	Collection Development Specialist Digital Archives Specialist	\$23.07	\$28.84	\$34.60
		\$47,985.60	\$59,987.20	\$71,968.00
10	Circulation Manager Facilities Manager Lane Road Manager Marketing & Community Relations Manager Miller Park Manager Public Services Manager Systems Administrator Systems Coordinator Systems Developer Technical Services Manager	\$25.51	\$31.89	\$38.26
		\$53,060.80	\$66,331.20	\$79,580.80
11	Human Resources Manager	\$29.34	\$36.68	\$44.02
		\$61,034.19	\$76,292.74	\$91,561.60
12	Assistant Director Director of Support Services Fiscal Officer	\$33.81	\$42.26	\$50.71
		\$70,320.14	\$87,900.18	\$105,476.80

RESOLUTION 31-18

2019 PERMANENT APPROPRIATIONS

REVENUE	GENERAL FUND - 100	UAPL FRIENDS FUND - 201*	RESTRICTED FUND - 250	BUILDING FUND - 402
ESTIMATED BALANCE AT 1/1/2019	3,204,282	17,819	276,339	334,862
PLUS REVENUE	<u>6,115,378</u>	<u>79,150</u>	<u>2,000</u>	<u>300,000</u>
<i>AVAILABLE FOR APPROPRIATIONS (PROJECTED CASH BALANCE)</i>	9,319,660	96,969	278,339	634,862
EXPENDITURES*				
OPERATING:				
SALARIES & BENEFITS	4,091,845	-	-	-
LIBRARY MATERIALS	882,117	-	-	-
OTHER EXPENSES	<u>1,111,941</u>	<u>79,150</u>	<u>39,800</u>	<u>181,821</u>
TOTAL OPERATING EXPENDITURES	6,085,903	79,150	39,800	181,821
NON-OPERATING				
OTHER EXPENSES / TRANSFERS OUT	<u>300,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
GRAND TOTAL EXPENDITURES	6,385,903	79,150	39,800	181,821
<i>PROJECTED YEAR-END CASH BALANCE</i>	<u>2,933,757</u>	<u>17,819</u>	<u>238,539</u>	<u>453,041</u>

Note: General Fund has three expense budget categories whereas all other funds have one budget category that covers all non-personnel budget accounts for a fund.

REQUEST FOR ADVANCE OF TAXES COLLECTED
MUNICIPALITIES, SCHOOL DISTRICTS, TOWNSHIPS, LIBRARIES

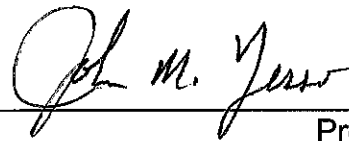
Rev. Code Sec. 321.34

To the Auditor of Franklin County, Ohio:

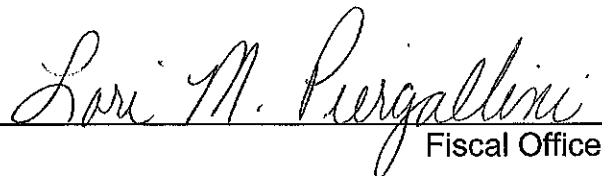
Columbus, Ohio, December 10, 2018

YOU ARE HEREBY REQUESTED to issue your warrant upon the County Treasurer of said County, in favor of Lori M. Piergallini as Fiscal Officer of the Upper Arlington Public Library (UAPL) in said county for available dollars, of the current collection of taxes assessed and collected for and in behalf of the said Library which shall be held and treated as an advance payment on the current collection of Real Estate taxes due said Library at the ensuing settlement, 2019 as provided by law.

Pursuant to a Resolution adopted by the Library Board of Trustees adopted December 4, 2018
Resolution Number 32-18



President of Board



Fiscal Officer