



**UPPER ARLINGTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**WEDNESDAY, JULY 22, 2020 AT 5 PM**

Due to the ongoing situation with COVID-19, the Ohio Attorney General, Dave Yost, has provided written guidance regarding Ohio's Open Meeting Act (OMA) permitting a member of the public body to appear at a public meeting via teleconference.

With this consideration in mind, the Upper Arlington Public Library hosted this Board Meeting virtually at <http://board.ualibrary.org> so the public may view the meeting live.

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

**IN ATTENDANCE**

**BOARD MEMBERS:** Kevin Fix, Stephen Flynn, Peter Hahn, Kate Hare, Gloria Heydlauff, William J. Shkurti, and John M. Yesso.

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

**CONSENT AGENDA**

The consent agenda included the Minutes from the June Board of Trustees meeting, the Financial Report for June and the Donations Resolution for all donations received between February and June 2020. The Financial Report is included as an exhibit to these Minutes. The Donations Resolution is included here.

**RESOLUTION 21-20**  
**FEBRUARY, MARCH, APRIL, MAY AND JUNE 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:

<b>Amount</b>	<b>Fund</b>	<b>Annual Report Name</b>	<b>Campaign</b>
\$ 10,000.00	250	Anonymous	Early Learning Play Area
\$ 25.00	130	Barbara Taylor	In Memory of Florence M. Taylor

<b>Amount</b>	<b>Fund</b>	<b>Annual Report Name</b>	<b>Campaign</b>
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 25.00	130	Erik Vasusarver	General Donation
\$ 100.00	130	Geno Kordic	General Donation
\$ 100.00	130	Glenn Waring	General Donation
\$ 50.00	130	Jacob Grantier	General Donation
\$ 15.00	130	John Dirina	General Donation
\$ 103.00	130	John Kuchinka	General Donation
\$ 206.00	130	Lalitha Sivakumar	General Donation
\$ 103.00	130	Lida Sethi	General Donation
\$ 500.00	130	Lynda Gurzenski	General Donation
\$ 103.00	130	Melanie Mees	General Donation
\$ 250.00	130	Melodee Kornacker	In Honor of Gloria Heydlauff
\$ 600.00	130	Nancy Byron	General Donation
\$ 21.00	130	Patricia Husch	General Donation
\$ 21.00	130	Patricia Husch	General Donation
\$ 100.00	130	Patti Stone	General Donation
\$ 50.00	130	Reginald & Pamela Rahn	General Donation
\$ 51.50	130	Shahin & Pirouz Shoar	General Donation
\$ 50.00	130	Tanya Dedyo	General Donation
\$ 2,500.00	250	Tri-Village Rotary	Early Learning Play Area
\$ 300.00	130	Wednesday Literary Club	General Donation
\$15,498.50	<b>Total</b>		

### SIGNATURE SHEET

Resolution No. 21-20

7/22/2020

Upon the motion of Trustee William J. Shkurti, seconded by Trustee John M. Yesso:

Voting:

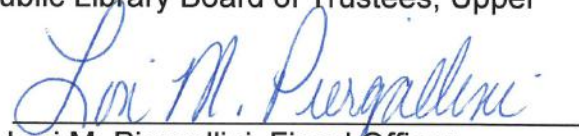
Gloria Heydlauff, President	Aye
Peter Hahn, Vice President	Aye

John M. Yesso, Secretary	Aye
Kevin Fix	Aye
Stephen Flynn	Aye
Kate Hare	Aye
William J. Shkurti	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

##### OHIO SENATE'S SPECIAL RECOGNITION FOR EXEMPLARY ACHIEVEMENT

The Library received a Special Recognition from the Ohio Senate for being the U.S. Department of State's 2019 National Passport Acceptance Facility of the Year.

The Library has temporarily suspended its passport services due to the high-touch nature of the process. Since March 2020, the U.S. Department of State has reduced its passport operations; many of their facilities are in phase one or two of their three-phase reopening plans.

##### YOUTH SERVICE HOURS OPPORTUNITY

Because the Library is unable to have volunteers in the building, the Youth Services department created a bingo sheet for students entering grades 6-12 to earn service hours from the Library at home. The participant can send a photo of their completed sheet to the Library and we will send a letter confirming their service hours to them.

Battelle has continued to study the effect of COVID-19 on library materials and has increased their recommendation of item quarantine from 72 to 96 hours. OLC endorses this recommendation. The Marketing and Community Relations department is creating bookslips that will notify our patrons that returned items will be checked in at least 4 days after their return.

## **DIRECTOR'S REPORT**

### **MONTHLY STATISTICS**

The Library's circulation statistics are down 52% for June; however, all check-outs are done manually by Library staff through curbside pick-up. Additional factors that make this stat more incredible is that the Library branches are closed and the hours the Main Library is open to the public has been reduced by 21 hours each week.

eCirculation has increased by 66% for June.

Wi-Fi sessions are down by 18% for June; the considerations for this stat includes the fact that Lane Road and Miller Park Libraries have continued to remain closed and that the Main Library has permitted few patron visitors for computer access by appointment only. Much of the Wi-Fi usage is likely due to Wi-Fi equipment expanding the Wi-Fi connection further outside of the building. Miller Park Library has had only a minor decrease in their Wi-Fi usage compared to last year.

### **PHASED REOPENING PLAN**

Governor DeWine has created four levels of public health advisory for each county in Ohio. The Library's available services mirror those recommended by Governor DeWine. Other libraries have incorporated this advisory into their reopening plans as well.

The Library plans for all furloughed staff to return in August. Some staff members will not be returning due to COVID-19 or other circumstances. The Human Resources Manager has reached out to the furloughed staff to ask for their availability.

Admin and the Branch Managers have been meeting to discuss what type of services will be offered at the branches. The Director will have more information for the Board next month.

### **RESOLUTION FOR DIVERSITY AND INCLUSION**

#### **RESOLUTION 22-20** **RESOLUTION TO DIVERSITY AND INCLUSION**

*BE IT RESOLVED*, That the Board of Trustees of the Upper Arlington Public Library hereby reaffirms our commitment to make diversity and inclusion evident in Library policies and practices, collections and services, programming and partnerships.

*WHEREAS*, on June 2, 2020 the Governor of Ohio, Mike DeWine stated, "There is racism in Ohio. There is inequality in Ohio. There are both economic and health disparities in Ohio. I am seeking dialogue to solve these problems. We should all be outraged that in the year 2020 in Ohio and across our Nation, there is still inequality of opportunity and racism."



*WHEREAS*, public libraries are a trusted and welcoming place and have a rich history steeped in traditions of combating censorship, reflecting the values of our communities, and striving toward ever greater diversity, equity, and inclusion; and

*WHEREAS*, public libraries provide equitable access to information for all people, regardless of race, socioeconomic status, color, religion, gender, sexual orientation, sexual identity, national origin, age, citizenship, marital or veteran status, or the presence of any medical condition or disability; and

*WHEREAS*, public libraries have a rich history of protecting the First Amendment and providing resources, free of charge, for those who wish to better understand how we got to where we are today and resources to learn and grow for the future;

*WHEREAS*, the Library will strengthen and prioritize its own efforts to support diversity and foster cultural understanding;

*NOW THEREFORE BE IT RESOLVED*, That the Upper Arlington Public Library reaffirms its commitment as an institution that values not merely freedom of speech but a commitment to the truth, democracy, diversity, equity, and inclusion for all.

### SIGNATURE SHEET

Resolution No. 22-20

7/22/2020

Upon the motion of Trustee Peter Hahn, seconded by Trustee Kate Hare:

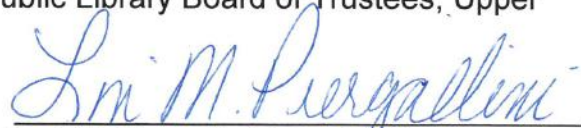
Voting:

Gloria Heydlauff, President	Aye
Peter Hahn, Vice President	Aye
John M. Yesso, Secretary	Aye
Kevin Fix	Aye
Stephen Flynn	Aye
Kate Hare	Aye
William J. Shkurti	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

## **FINANCE COMMITTEE**

### **FISCAL OFFICER'S REPORT**

The Library received a \$3,000 Library Services and Technology Act (LSTA) Grant administered by the State Library of Ohio. This grant is to help with costs associated with responding to the COVID-19 pandemic. The Library must encumber all grant funds by June 30, 2021 and all grant funds must be expended by July 31, 2021.

The Library's tax advance was just over \$300,000. The funds were transferred to Star Ohio. The final tax settlement will arrive in September.

### **JULY MEETING MINUTES**

The Notes from the Finance Committee meeting are included here.

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## **UPPER ARLINGTON PUBLIC LIBRARY FINANCE COMMITTEE WEDNESDAY, JULY 15, 2020 MEETING NOTES**

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The meeting was called to order at 5:00 p.m.

### **IN ATTENDANCE**

**BOARD MEMBERS:** Kevin Fix, Stephen Flynn, and William J. Shkurti

**STAFF MEMBERS:** Beth Hatch, Kate Porter, Lori Piergallini, and Allison Frew

### **REVIEW JUNE FINANCIALS**

The Library's 2020 YTD Revenue is 15% lower compared to this time last year, which reflects a loss of approximately \$580,000. The Library has reduced expenditures in order to account for the reduction in revenue. The Library's 2020 YTD Expenditures are 7% lower than they were at this time last year.

The ending balance for all Library accounts is 6% less than it was this time last year. The Fiscal Office expects to end the year under budget.

The Public Library Fund distribution is 12% lower than projected for June. The PLF received for June amounted to \$210,172.17. The Fiscal Officer projects the average PLF decrease to be 7% for 2020 for the remainder of the year, which depends on the state's revenue in conjunction with the continuing COVID-19 crisis.

The General Fund Statement now shows the number of months of Operating Expenditures Supported by Cash Reserves. The Library is anticipating several large expenditures so the reserves remaining balance will fluctuate.

### **JUNE CHECKS**

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

The Library is installing new sump pumps and a trench drain at the Main Library in order to improve drainage. The Library experienced flooding in the lower level several times in the last quarter due to heavy storms.

The Library's Budget Managers have been tracking expenditures related to COVID-19. The Fiscal Officer is applying for a grant to cover additional COVID-19 safety expenses as well.

The Committee inquired about the Library's reopening plans. The Library's phasing plans for reopening mirrors the four levels of the new Ohio Public Health Advisory System that has risk level guidelines for the public. The Director has been meeting with the other Franklin County library directors to coordinate reopening schedules. Because the PLF began recovering sooner than expected, the Library has recalled some part-time staff from furlough status. Plans are underway to bring back additional part-time staff as well. The Director also discussed staffing shortages since some part-time staff members may not return to their positions due to FMLA or personal reasons.

Administration met with both Branch Managers in order to discuss methods in which to reopen the branches. A significant challenge to reopening is providing enough space for staff to social distance.

### **REVIEW JUNE RECONCILIATIONS**

Committee members reviewed all bank account reconciliations. All accounts are balanced as of June 30, 2020.

The Star Ohio General Fund accrued \$1,741.49 in interest and the Star Ohio Restricted account garnered \$51.60 in interest for June. The interest rate for Star Ohio has decreased to 0.5%.

The Money Market and CD accrued \$0.34 in interest for June. The Library's CD at First Merchant Bank will expire in August; the funds will then be transferred to the Star Ohio account.

The Early Learning Play Area, which is funded entirely by donations, requires a \$20,000 deposit to begin to the project, which the Library will submit this month.

## **QUARTERLY INVESTMENT REPORTS**

The Fiscal Officer presented the balance for all investments as of June 30, 2020.

During the second quarter, the Library received \$7,487 in interest. The YTD of all interested accrued totals \$24,437.49.

## **FISCAL OFFICER'S REPORT**

### JUNE PLF DISTRIBUTION & STATE REVENUES

The state closed out Fiscal Year 2020 on June 30 in a much better position than expected and did not have to utilize the Budget Stabilization Fund. The Ohio Department of Taxation posted the July 2020 PLF distribution as 3.68% below ODT's original estimate issued in July 2019. Surprisingly, the distribution came in 14.86% above ODT's latest estimates that were issued at the end of June.

### COST SAVINGS

Since implementing salary and hours-worked reductions, the Library has saved \$139,225.54. The Library has saved an additional \$48,000 due to building closures and Facilities staff assuming additional duties. The Library was also recognized by AEP for participating in cost-saving initiatives such as installing LED lights in all three buildings.

### **BUDGET DISCUSSION**

The Library's Budget Managers were asked to reduce their budgets by 10% for Fiscal Year 2021. FY 2021 budget review will take place in August.

The Fiscal Officer presented the preliminary Library Materials budget estimates to the Committee for a decision; however, since the Library has not received its final estimates from ODT the Committee would like to review the Library Materials budget estimates in August.

The Director has been researching the Library's Levy history and will send the information to the Board for review.

The Committee was interested in reinstating the annual transfer to the Building Improvement Fund if Library Revenue continued to improve.

The Main Library's drive-up book drops will be temporarily closed to update the drainage system. However, bins for returns will be available to patrons during this time.

### **ADJOURNMENT**

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

**Next Meeting:** Wednesday, August 12, 2020 at 5 p.m. on Zoom



## **OPERATIONS COMMITTEE**

The notes from the Operations Committee meeting are included here.

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### **UPPER ARLINGTON PUBLIC LIBRARY OPERATIONS COMMITTEE TUESDAY, JULY 7, 2020 MEETING NOTES**

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The meeting was called to order at 5:00 p.m.

#### **IN ATTENDANCE**

**BOARD MEMBERS:** Peter Hahn, Kate Hare, Gloria Heydlauff and John Yesso

**STAFF MEMBERS:** Beth Hatch, Kate Porter and Allison Frew

#### **REOPENING STRATEGY UPDATE**

The Director presented the latest rendition of the reopening strategy to the Committee. The Library's new phasing plans mirrors the four levels of the new Ohio Public Health Advisory System that has risk level guidelines for the public. Franklin County is the only county in Ohio that is approaching Level 4. The Library has suspended all in-building services until the County lowers its level.

The Admin Team is meeting with the Branch Managers this week to discuss strategies to reopen each branch.

The Committee approved of the phasing strategy.

#### **EXECUTIVE ORDER**

The Director presented Governor DeWine's *Executive Order 2020-24D regarding Unemployment Insurance During COVID-19 Pandemic* which outlines additional provisions in which staff may qualify for unemployment or be exempt from returning to work.

The Human Resources Manager is looking into whether SharedWork Ohio is a suitable program for the Library to join.

The PLF is down 4% for July.

#### **DRAFT RESOLUTION FOR DIVERSITY AND INCLUSION**

The Library presented this draft Resolution for Committee Review. The Committee approved the Resolution.

**SPECIAL RECOGNITION FROM OHIO SENATE**

The Library received a Special Recognition from the Ohio Senate for being recognized as the 2019 National Passport Acceptance Facility of the Year.

**ADJOURNMENT**

The Meeting was adjourned at 5:11pm.

**Next Meeting:** Tuesday, August 4, 2020 at 5 p.m. on Zoom

**PRESIDENT’S REPORT**

The President commended the staff on their excellent curbside pick-up service. The Facebook Live Behind-the-Scenes tour facilitated by the Assistant Director and Marketing and Community Relations Manager was very informative and appreciated.

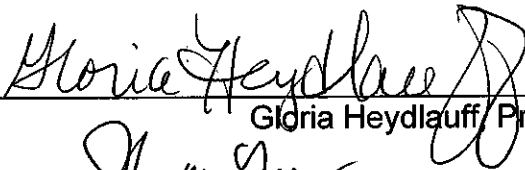
**ADJOURNMENT**

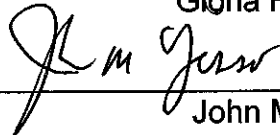
John M. Yesso made a motion to adjourn the meeting. William J. Shkurti seconded the motion.

**Voting:**

Gloria Heydlauff, President	Aye
Peter Hahn, Vice President	Aye
John M. Yesso, Secretary	Aye
Kevin Fix	Aye
Stephen Flynn	Aye
Peter Hahn	Aye
Kate Hare	Aye
William J. Shkurti	Aye

The meeting was adjourned at 5:22 p.m.

  
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 Gloria Heydlauff, President

  
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 John M. Yesso, Secretary

**Upper Arlington Public Library**  
**All Funds**  
**Statement of Cash Position**  
*As of July 31, 2020*

<b>Fund No.</b>	<b>Fund Description</b>	<b>0/1/2020 Balance</b> (a)	<b>2020 YTD Revenue</b> (b)	<b>2020 YTD Expended</b> (c)	<b>7/31/2020 Balance</b> (a + b - c)	<b>Outstanding Encumbrance</b> (d)	<b>Unencumbered Balance</b> ((a+b)-(c+d))
1X0	General Fund-Combined	\$ 3,501,033.67	\$ 3,766,585.51	\$ 3,195,939.75	\$4,071,679.43	\$ 698,532.70	\$3,373,146.73
2XX	Special Revenue Fund-Combined	\$257,646.08	\$ 44,348.53	\$ 40,011.79	\$261,982.82	\$ 35,552.70	\$226,430.12
402	Building Improvement	\$312,409.09	\$ -	\$ 65,047.17	\$247,361.92	\$ 15,647.00	\$231,714.92
501	Employee FSA Fund	\$4,232.27	\$ 15,202.36	\$ 15,211.00	\$4,223.63	\$ -	\$4,223.63
<b>GRAND TOTAL</b>		<b>\$4,075,321.11</b>	<b>\$3,826,136.40</b>	<b>\$3,316,209.71</b>	<b>\$4,585,247.80</b>	<b>\$749,732.40</b>	<b>\$3,835,515.40</b>

*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.*

**All Funds**  
**Statement of Cash Position**  
*As of July 31, 2019*

<b>Fund No.</b>	<b>Fund Description</b>	<b>1/1/2019 Balance</b> (a)	<b>2019 YTD Revenue</b> (b)	<b>2019 YTD Expended</b> (c)	<b>7/31/2019 Balance</b> (a + b - c)	<b>Outstanding Encumbrance</b> (d)	<b>Unencumbered Balance</b> ((a+b)-(c+d))
1X0	General Fund-Combined	\$ 3,309,236.70	\$ 4,462,402.27	\$ 3,333,775.39	\$4,437,863.58	\$ 712,525.02	\$3,725,338.56
2XX	Special Revenue Fund-Combined	\$261,584.57	\$ 29,313.05	\$ 27,934.36	\$262,963.26	\$ 20,490.47	\$242,472.79
402	Building Improvement	\$405,156.18	\$ -	\$ 271,673.60	\$133,482.58	\$ 85,871.93	\$47,610.65
501	Employee FSA Fund	\$5,254.20	\$ 7,699.24	\$ 9,881.83	\$3,071.61	\$ -	\$3,071.61
<b>GRAND TOTAL</b>		<b>\$3,981,231.65</b>	<b>\$4,499,414.56</b>	<b>\$3,643,265.18</b>	<b>\$4,837,381.03</b>	<b>\$818,887.42</b>	<b>\$4,018,493.61</b>

*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 July 31, 2020*

**Beginning Cash Balance as of January 1, 2020 \$ 3,501,033.67**

General Fund Operating Revenue	Budget	YTD Revenue	Projected Year End Revenue	Over / (Under) Budget
General Property Taxes	\$ 3,211,219.00	\$ 2,142,921.72	\$ 3,211,219.00	\$ -
Public Library Fund	\$ 2,754,570.00	\$ 1,519,020.37	\$ 2,571,345.08	\$ (183,224.92)
Other Income	\$ 221,307.00	\$ 104,643.42	\$ 109,436.51	\$ (111,870.49)
<b>Total Revenue</b>	<b>\$ 6,187,096.00</b>	<b>\$ 3,766,585.51</b>	<b>\$ 5,892,000.59</b>	<b>\$ (295,095.41)</b>

General Fund Operating Expenditures	Budget	YTD Expenditures	Projected Year End Expenditures	(Over) / Under Budget
Salaries & Benefits	\$ 4,344,342.00	\$ 2,201,950.15	\$ 3,929,585.98	\$ 414,756.02
Library Materials	\$ 894,868.00	\$ 472,086.86	\$ 721,436.46	\$ 173,431.54
Other Expenditures	\$1,029,600.00	\$ 521,902.74	\$ 903,809.00	\$ 125,791.00
<b>Total Expenditures</b>	<b>\$ 6,268,810.00</b>	<b>\$ 3,195,939.75</b>	<b>\$ 5,554,831.44</b>	<b>\$ 713,978.56</b>

<b>Net Budget (Revenue less Expenditures before Cash Transfers Out)</b>	<b>\$ (81,714.00)</b>	<b>\$ 570,645.76</b>	<b>\$ 337,169.15</b>	<b>\$ 418,883.15</b>
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**Non-Operating Expenditures**

Cash Transfers Out to Fund 402 - Building Improvement Fund	\$ 300,000.00	\$ -	\$ 300,000.00	\$ -
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<b>Net Budget after Cash Transfers</b>	<b>\$ (381,714.00)</b>	<b>\$ 570,645.76</b>	<b>\$ 37,169.15</b>	<b>\$ 418,883.15</b>
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**General Fund Cash Balance at December 31, 2020 \$ 3,538,202.82**

**Months of Operating Expenditures Supported by Cash Reserves 8 months**

<b>Budget</b> as approved by the Board of Trustees in December 2019 and amended January 21, 2020.
<b>General Property Tax</b> - Revenue from the existing 2.0 mil levy is received in March and August of every fiscal year.
<b>Public Library Fund</b> - PLF is set at 1.7% of GRF revenue effective July 1, 2019. July PLF totaled \$257,589.86.
<b>Other Income</b> - consists of revenue from passport services and passport photo sales, fines, fees, unrestricted donations, interest earnings, and cataloging services for the Bexley Public Library. Star Ohio Interest totaled \$1,455.89 for July.
<b>Salaries &amp; Benefits</b> - The 2020 budget included a vacancy credit of 2.5% of the full cost of salaries and related taxes.
<b>Library Materials</b> - Expenditures are budgeted at 15 % of Total General Property Tax and Public Library Funding revenue.
<b>Other Expenditures</b> - Includes all non-library materials and non-payroll related expenditures.
<b>Cash Transfers Out to Fund 402</b> - 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.
<b>Net Budget After Cash Transfers Out</b> - A positive number indicates that we will be increasing the cash balance.