

Fiscal Officer Report: January 2026

Revenues

Public Library Fund (PLF) receipts for January were down \$18,712.80, or 7%, compared to January 2025. The PLF amount received is consistent with the new monthly distribution amounts tied to the updated line item in the State of Ohio budget. Fluctuations in monthly PLF receipts are expected to continue through June.

A request for an updated Certificate of Estimated Resources has been submitted to the County Auditor's Office, and I am currently awaiting the approved copy. An initial request reflecting actual carryforward balances was submitted. Subsequently, I received notice of additional gift funds that will be received, and an updated request has been submitted to allow for the appropriation of those additional funds.

I have also learned that it is possible to request that a percentage of levy funds be distributed by the County Auditor's Office as they are collected, rather than waiting until all tax payments have been received. To improve available cash balances, I am requesting authorization from the Board to make this request. This will become an annual request for authority, and I plan to include the yearly authorization as a resolution with the presentation and approval of the temporary budget going forward.

Investments

Investment income and maturities at Fifth Third Bank continue to be monitored and reinvested with maturity timelines aligned to anticipated cash needs. Cash was again transferred from Fifth Third to First Commonwealth to meet cash flow needs. Levy funds received last year were invested with STAR Ohio to achieve a better return while maintaining liquidity. These funds have been used as anticipated to support cash flow needs.

Expenditures

General fund expenditures are on track for the first month of the year. The increase in expenditures for January 2026 compared to January 2025 is attributable to salary and benefits costs. Line items that experienced growth over the prior year are all expected and accounted for within the approved budget.

Permanent Budget

Included in the packet is the updated 2026 Permanent Appropriations Budget. The overall budget amount has changed due to adjustments between projected and actual carryforward cash balances. Updates include revised PLF allocation amounts and the inclusion of additional revenues from the Friends of the Library and the Carnegie Foundation.

Changes to individual expense lines are detailed in the appropriations document provided. Benefit line items have increased to account for additional staff and qualifying benefit events that occurred after the proposed budget was approved. Adjustments have also been made for items ordered in 2025 but not received,

invoiced, or paid until 2026. Encumbered 2025 amounts are being re-encumbered in 2026 with new purchase orders.

Additional project needs and software subscriptions identified since the proposed budget are included, along with reductions to line items where funds are no longer needed. Budgets for expenses associated with the Friends of the Library donation have been established now that the final donation amount is known. This represents an increase to both revenue and expenditures. The same applies to the donation received from the Carnegie Foundation in support of Carnegie libraries as part of the America 250 celebration.

Other Updates:

January was focused on initiating 2026 operations, including validating and processing W-2s and 1099s, closing the 2025 books, and completing all required setup for the new fiscal year. Balances were reported to the County Auditor's Office, and adjustments were made to support the permanent budget updates outlined above.

In addition to routine year-end and new-year responsibilities, work continued on collective bargaining. Meetings were also held with our Ohio Plan insurance representative to review the upcoming policy renewal. The premium increased by \$1,200, or 2%, from last year, which is very favorable. We also met with an additional Ohio Plan representative to conduct a coverage risk review, which occurs every three to five years. The representative expressed strong confidence in our practices. Additional information is being gathered and will be submitted as part of that review.

Administrative staff also packed and relocated the fiscal office and document retention room to the Operations Center. While unpacking and reorganizing historical documents will take time, after nearly a month in the new space, it has become clear that this move was the right next step for DCDL. Trust and relationships are strengthening, collaboration has improved, and the organization is better positioned to address challenges as they arise. This transition will serve DCDL well as it continues into its next phase of growth and development.