

Fiscal Officer's Report

AUGUST 2026

August Financial Summary:

- Revenues and Expenditures are on track.
- 2027 Revenue Estimates have not been returned from the County Auditor/Budget Commission.
- Updates to Purchasing/Request for Credit Card increase.

Revenues

Public Library Fund (PLF) receipts for August were up \$10,216.72 (4%) compared to August 2025. Overall, 55.2% of anticipated revenues as compared to 83.9% in 2025 have been received. The difference is the timing of the receipt of Levy funding. I anticipate the receipt of the second half payments by the end of September based on current information from the county. We did receive property tax receipts from Marion County for the second half disbursement. PLF is trending as anticipated.

Investments

Proceeds from maturities and interest earnings were invested into the investment ladder on September 1. As soon as I have a better picture for future facility plans and cash flow needs, I will work with Mr. Savage and Mr. Carter at Fifth Third to create an investment strategy to meet those cashflow needs after the second half of property tax levy funds are received.

Expenditures

General Fund expenditures remain on track. We are now $\frac{2}{3}$ of the way through the fiscal year. Each category is within anticipated range for the timing. There are expenses that are slightly ahead or behind due to timing. The most significant increase over 2025 for the same time period is Salary and Wages. This is due to increases in staffing for increased hours to fulfill levy promises. Other category increases are in the Purchased and Contracted Services line and are attributed to increased janitorial services, the lease of the Ops Center, timing of levy receipts, the cost of the Master Plan, and the updated copier contract costs. All items are anticipated and accounted for within the current budget.

There are several facilities projects currently going on for which you will see payments in the minor capital fund. Several are ongoing and will be realized in the next few months. These are projects that are ongoing cyclical items that need completed. There is concrete work and paving going on at all branches and will be larger payment amounts.

Other Updates:

I received a notice from the Auditor of State's office this morning that the desk review of our 2024-25 Financial Audit has been completed, found acceptable, and requires no modifications. They will certify the audit report as is. You should all get notification via email when this is complete.

The Delaware County Auditor's office sent the following notice, "Because of all of the legislative changes this year, the Department of Taxation has extended the deadline to complete the 2027 Official Certificates and Schedule A's. They will be signed and sent to you by October 1, 2026. Accordingly, your due date has been extended too. You will have until October 31st to return acceptance of the rates and amounts." I have no additional information about our revenue certificate at this time. Additional information will be shared when it becomes available. I will bring updated information for review and acceptance to the October meeting.

Budget work continues for 2027. I am meeting with Coordinators during September to review and adjust preliminary budget amounts based on the current revenue figures I have. Amounts and items will be adjusted when the certificate of estimated resources is received. We are discussing projected needs for the remainder of 2026 as well as projects and needs for 2027. The information from the Coordinators will be compiled and then the Director, Deputy Director, Deputy Fiscal Officer, and I will meet in the first two weeks of October to review and refine. I would like to meet with the Finance Committee sometime the third week of October to review the proposed 2027 Budget. Please check your calendar and let me know your availability. I will then create an agenda and advertise the meeting. The 2027 Temporary Budget will be presented at the November board meeting. I would prefer to have the budget reviewed and approved at the November meeting so that we have time in December to ensure that everything is set up and ready to go at the beginning of January.

As we have been transitioning the purchasing function from Julie to me, several things have come to my attention. We have evolved what we are purchasing, how we purchase items, and how we pay for them. We are now using a credit card, as opposed to writing and mailing checks, whenever possible. Using a credit card is less expensive and better protects the library from fraud. As we continue to review processes and update best practices, additional needs will be brought to the board. All current policy are being followed.

With the addition of hours and services being provided by Outreach Services coupled with the current price of fuel, there is a need to increase the allowable credit on the vehicle fuel cards. Additional cards will also need to be added as vehicles are added to the fleet. Additionally, prices for items continue to rise.

I have reviewed current spending limits on individual credit cards and ask for approval to make the following changes:

1. Authority to request an increase from First Commonwealth to increase our overall line of credit on credit card accounts to \$65,000. This will allow the proposed increases as well as leave open availability as additional cards are need as additional employees and vehicles are added.
2. Approve the following credit card balance adjustments:

Full Name	Current Credit Limit	Proposed Credit Limit
ALEX ZALLANTA	1,000.00	1,500.00
ANGIE GROSSENBACHER	5,000.00	10,000.00
BOOK MOBILE	350.00	750.00
BRYAN HOWARD	5,000.00	5,000.00
DELAWARE CO DISTRICT LIB	-	750.00
FORD VAN	350.00	750.00
JULIE MILLER	6,000.00	-
KELLY COCHRAN	500.00	1,500.00
KENNETH FETTING	1,000.00	5,000.00
KYLE HALSTEAD	1,000.00	1,500.00
MOLLY LABADIE	5,000.00	5,000.00
NANCY STANFILL	2,500.00	5,000.00
NICOLE FOWLES	500.00	1,000.00
RAM VAN	350.00	750.00
ROBERT HUFFINE	1,000.00	1,500.00
TRACI HIGGINS	3,000.00	5,000.00
TYLER ALANIS	1,000.00	1,500.00
Facilities Specialist - Vice Fetting		1,500.00
Available Credit	6,450.00	17,000.00
	40,000.00	65,000.00

Also of note, I have several upcoming dates that I will be out of the office for family medical, vacation time use, Ohio Governmental Fiscal Officers Association Conference, and Leadership Delaware. All items are included on my calendar if you need to reach me.