



Regular Board Meeting

March 18, 2026 ♦ 6:30 p.m.

AGENDA

6:30 – 6:40 Call to Order

Appointment of Fiscal Officer

Motion to appoint Elizabeth Snezek as Fiscal Officer.

Oath of Office for Elizabeth Snezek

Minutes

- Regular Meeting: February 18, 2026

Communications

- Received to Date:
- Public comments (if any)
- Retirements and Awards
- Staff Members

6:40 – 7:30 Administrative Reports

- Amendments to Administrative Reports
- Manager's Report – Connor Hazeldine, IT Manager
- PR/Marketing
- Assistant Director
- Financial/HR
- Director

7:30 – 7:45 Board Reports

- Board President
 - Retreat
 - OLC Trustee Dinner

7:45 – 8:10 New Business

- Resolution 7-26 to Name Fiscal Officer and Authorize Signers on Financial Accounts
- Resolution 8-26 to pass 2026 Permanent Budget
- Amend Personnel Policy 7.01 – Vacation
- Amend Board Manual Section 2.3 Membership
- Motion to approve the Myrna Chelko Award/Thomas A. Fox Award Recipient
- Other

Executive Session:

Adjournment

Upcoming Events

April 15: Regular Board Meeting
April 28: Volunteer Reception
April 30: Anniversary Pastry



The Board of Trustees Minutes

Regular Meeting:

Date: February 18, 2026

Attendees:

	<i>Trustees</i>	<i>Staff</i>	<i>Public</i>
Lauren Golick	Robert Plantz	Andrew Mangels	Bruce Collins
Tianyi Krupka	Peter Schindler	CJ Lynce	Beth Snezek
Jason Nolde	Elizabeth Sheehe	Shelly Waryk	
Will Perry		Heather Feenaughty	
		Karen Hunt	
		Duane Gibson	
		DJ Nagaj	

The Board met in the Board Room of Westlake Porter Public Library. Will Perry called the meeting to order at 6:30 pm.

Minutes

Bob Plantz moved to approve the minutes from the Organization Meeting of January 21, 2026. Tianyi Krupka seconded the motion.

Elizabeth Sheehe was added as the second motion to appoint Shelly Waryk Deputy Fiscal Officer and compliance officer (per section 3.9 of the Board Manual), acting as interim Fiscal Officer in the absence of a Fiscal Officer, with a bond in the amount of \$100,000 and that her term of office shall be from January 21, 2026 until the organizational meeting of the Board in 2027.

All present were in favor.

Peter Schindler moved to approve the minutes from the Regular Meeting of January 21, 2026. Elizabeth Sheehe seconded the motion. All present were in favor.

Communications

The Director shared comments on social media regarding World Hijab Day. He explained we have been doing programs for several years that are informative and add to our community. He received a voicemail this year that expressed a concern and stated there are people dying in Iran protesting the hijab and we were doing a program to celebrate it.

The program addressed women who choose to wear the hijab from a secular perspective. There was a diverse audience of fifty to seventy people.

Public Comments

There were no public comments.

Awards

DJ Nagaj received an *I Made a Difference Award* for taking the time to dust off snow on several staff cars when leaving during a snowstorm.

His thoughtful gesture was a wonderful surprise to his tired coworkers, sparing them from having to stand in the blustery cold to clear off their cars at the end of a long day.

Administrative Reports

Amendment to the Administrative report. The Director reported receiving the end of year financial statements from Julian and Grube just prior to the meeting. The statements must be filed and reported to the Auditor of State by the end of the month. It will be reviewed and then properly filed.

Manager's Report

Duane Gibson, Building Services Manager, reported on his department and staff.

The Director commented on the excellent job the entire Building Services Staff does and is a testament to Mr. Gibson and his team. The building looks as good as it did when it was opened. They do an amazing job!

PR/Marketing Report

The PR/Marketing Report for January was delivered with the agenda. Heather Feenaughty, PR/Marketing Manager, reported she has been working with the High School Crochet Club to display a crocheted community garden in the lobby.

She will be attending the Cuyahoga Bite into Books event at the Westside Market.

Assistant Director's Report

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

CJ Lynce, Assistant Director, reported the meeting room AV project is substantially complete.

We are continuing our AI programs with at least one program per month. We are showing all sides—good and bad—and trying to balance. We are also looking at what AI will mean for libraries and boundaries.

Jason Nolde asked if Admin is still planning on developing a policy for AI. The Director explained we are working with other libraries to develop the policy and reviewing and evaluating it in a way that makes sense for us. We are being careful about crafting a policy. There are guidelines on using AI currently in place.

Mr. Lynce reported we are in day ten of the soft Search Ohio relaunch and it is going fairly well. There have been 541 requests placed to date, 431 are from County wanting our materials.

Financial/HR Reports

The HR and Financial Reports for January were delivered with the agenda.

The Director was pleased to welcome and introduce Elizabeth (Beth) Snezek as our new Fiscal Officer. Her start date is still being determined.

Shelly Waryk, Deputy Fiscal Officer, reported she has received her CPIM training certification. She also reported all payroll end of year reports are complete and she is shifting focus to training and transitioning.

Director's Report

Youth Services

The Director explained we spend a lot of time and effort making sure everyone is welcome here. We realized recently, however, the interactive wall in Youth Services is not ADA accessible. The architect that originally installed the wall was asked to make recommendations. Mr. Mangels summarized, the space is ten years old and could maybe be refreshed and made inclusive for a reasonable cost or is it time for a new design of the space.

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

Board Reports

Will Perry, Board President, commented he is happy to have Beth on board and thanked Shelly Waryk, CJ Lynce and Andrew Mangels for doing a terrific job holding the Finance Department together.

New Business

Hiring of Elizabeth Snezek

Elizabeth Sheehe moved to approve the hiring of Elizabeth Snezek ("Beth") as the next Fiscal Officer of Porter Public Library and to provide that she shall be formally appointed and sworn in at the first regular or special meeting of the Board following commencement of her full-time employment. Peter Schindler seconded the motion.

The Director explained Ms. Snezek cannot give a precise start date because she is being respectful of her current position to not leave them short handed. She will be available to train here periodically to help with the transition. We are asking the Board to create a position that is part time, temporary so she can come on board to train. At a later date, she will be sworn in as Fiscal Officer.

Roll call vote followed: Lauren Golick – yes, Tianyi Krupka – yes; Jason Nolde – yes, Bob Plantz – yes, Peter Schindler – yes, Elizabeth Sheehe – yes, Will Perry – yes.

Temporary, part-time Head of Finance Position

Bob Plantz moved to establish a temporary, part time, non-exempt Head of Finance position for the purpose of the onboarding in anticipation of the new Fiscal Officer's full time start date, with such position to terminate upon full time employment of the Fiscal Officer or at the direction of the Board. Tianyi Krupka seconded the motion.

Roll call vote followed: Lauren Golick – yes, Tianyi Krupka – yes; Jason Nolde – yes, Bob Plantz – yes, Peter Schindler – yes, Elizabeth Sheehe – yes, Will Perry – yes.

Executive Session to discuss appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official.

Lauren Golick moved to enter Executive Session to discuss appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. Tianyi Krupka seconded the motion.

Roll call vote followed: Lauren Golick – yes, Tianyi Krupka – yes; Jason Nolde – yes, Bob Plantz – yes, Peter Schindler – yes, Elizabeth Sheehe – yes, Will Perry – yes.

Peter Schindler moved to leave Executive Session at 9:24 pm. Lauren Golick seconded the motion.

Roll call vote followed: Lauren Golick – yes, Tianyi Krupka – yes; Jason Nolde – yes, Bob Plantz – yes, Peter Schindler – yes, Elizabeth Sheehe – yes, Will Perry – yes.

Adjourn

The meeting adjourned at 9:24 pm.

Recorded by: Karen Hunt, WPPL Sr. Administrative Associate	
Attested by:	
_____	_____
Will Perry, WPPL Board President	Tianyi Krupka, WPPL Board Secretary

I. INFORMATION AND MATERIALS TRANSACTIONS

MONTHLY CIRCULATION, 2022 - PRESENT						
	2022	2023	2024	2025	2026	%INC/DEC
January	70,245	70,931	74,087	73,236	73,418	0%
February	65,239	66,714	68,953	68,902	68,212	-1%
March	69,915	74,701	75,624	77,849		
April	71,134	69,906	71,644	73,309		
May	66,320	68,705	72,046	75,329		
June	71,367	73,439	75,823	76,774		
July	74,532	74,923	79,097	80,420		
August	75,223	73,283	78,244	74,290		
September	66,792	68,526	71,102	72,561		
October	68,636	71,704	71,962	73,457		
November	67,403	67,046	70,715	70,967		
December	66,910	66,068	70,534	71,191		
ANN'L TTL	833,716	845,946	879,831	888,285	141,630	0%
AVE CIRC	69,476	70,496	73,319	74,024	70,815	-4%

Circulation Total

TOTAL CIRCULATION								
		ADULT	YA	JUV	TOTAL	LAST YR	%INC/DEC	
BOOKS	FICTION	8,238	1,246	13,128	22,612	22,349	1%	
	NONFIC	6,661	174	4,793	11,628	12,238	-5%	
	LG PRINT	1,883	--	--	1,883	1,824	3%	
	WORLD LANGUAGES	31	--	94	125	73	71%	
	SUBTTL	16,813	1,420	18,015	36,248	36,484	-1%	
	AV	BLURAY	1,639	--	249	1,888	1,970	-4%
		BLURAY 4K	162	--	7	169	197	-14%
		BOOK CD	428	2	69	499	606	-18%
		DVD	4,995	--	966	5,961	6,588	-10%
		DVD/CD-ROM	--	--	--	--	--	--
		LAUNCHPAD	--	--	51	51	45	13%
		LAUNCHPAD View	--	--	2	2	3	-33%
		MUSIC CD	1,949	--	86	2,035	1,928	6%
PLAYVIEW		--	--	--	--	--	--	
PLAYAWAY		132	9	171	312	357	-13%	
ROKU		3	--	--	3	8	-63%	
VIDEO GAMES		746	--	1,646	2,392	2,182	10%	
OTHER		32	--	358	390	407	-4%	
SUBTTL	10,086	11	3,605	13,702	14,291	-4%		
ELECTRONIC	Comics Plus	25	--	--	25	52	-52%	
	Flipster	131	--	--	131	285	-54%	
	Great Courses	2	--	--	2	3	-33%	
	HOOPLA/Comics	123	--	--	123	173	-29%	
	HOOPLA/eAudio	1,817	--	--	1,817	1,661	9%	
	HOOPLA/BingePass	69	--	--	69	66	5%	
	HOOPLA/eBooks	788	--	--	788	841	-6%	
	HOOPLA/Flex	32	--	--	32	40	-20%	
	HOOPLA/Music	117	--	--	117	185	-37%	
	HOOPLA/MOVIE/TV	463	--	--	463	620	-25%	
	IndieFlix	--	--	--	--	1	-100%	
	KANOPY	515	--	--	515	728	-29%	
	OVD/DAB	4,240	281	343	4,864	3,959	23%	
	OVD/EBOOK	4,455	375	731	5,561	5,482	1%	
	OVD/Magazines	1,656	--	--	1,656	1,416	17%	
	Press Reader	99	--	--	99	168	-41%	
QELLO	4	--	--	4	3	33%		
	--	--	--	--	--	--		
	--	--	--	--	--	--		
SUBTTL	14,536	656	1,074	16,266	15,683	4%		
NON-TRADITIONAL	INSTRUMENT	7	--	5	12	12	0%	
	GAMES	35	--	112	147	130	13%	
	EQUIPMENT	91	--	3	94	60	57%	
	133	0	120	253	202	0%		
OTHER	PER	1,149	5	139	1,293	984	31%	
	LAPTOPS	104	--	--	104	95	9%	
	Wifi Hotspots	59	--	--	59	66	-11%	
	EQUIPMT	--	--	--	--	--	--	
	OTHER	4	2	6	12	26	-54%	
SUBTTL	1,316	7	145	1,468	1,171	25%		
ILL	SRCH/HHO	123	--	--	123	1,013	-88%	
	ILL	151	--	--	151	47	221%	
	CPL LANG	--	--	--	--	--	--	
SUBTTL	274	0	0	274	1,060	-74%		
UNACCOUNTED	--	--	--	1	11	0%		
TOTAL	43,158	2,094	22,959	68,212	68,902	-1%		
SELF CHECK				17,846	17,712	1%		
SELF CHECK Percentage of Total Circ				26%	26%			
SELF CHECK Percentage of Bldg Circ				69%	67%			

CIRCULATION DETAIL				
	DATE	CIRC	HRS OPEN	CIRC/HR
HIGHEST	February 21	2,539	9	282
LOWEST	February 15	781	4	195
BUSIEST	February 22	1,503	4	376
SELF-CHECK CIRCULATION TOTAL =			17,846	
TOTAL CHECK-INS THIS MONTH =			0	

Highest: Saturday, February 21
 Lowest: Sunday, February 15
 Busiest: Day So Far This Year!

SEARCH OH/OH LINK	
Borrowing (From)	79
Lending (To)	420

Services	
Passports	116
Photos	148

ITEMS ADDED TO & WEEDED FROM COLLECTION THIS MONTH			
	PREV NET	NEW NET	% TOTAL
ADULT	128,295	128,983	66.99%
YOUNG ADULT	7,965	7,841	4.07%
JUVENILE	55,383	55,703	28.93%
TOTAL ITEMS	191,643	192,527	

CURRENT COLLECTION SIZE BY FORMAT		
	ITEMS	% TOTAL
BOOKS	120,344	62.44%
AV	50,314	26.11%
ELECTRONIC	21,503	11.16%
OTHER	560	0.29%
TOTAL	192,721	

REGISTRATIONS						
DEPTL	ADULT	YA	JUV	TOTAL	% OF TTL	
WESTLAKE	12,012	474	1,743	14,229	48%	
CUY. CO.	9,071	123	328	9,522	32%	
OUT OF CO.	5,556	95	192	5,843	20%	
TOTAL	26,699	692	2,263	29,654		
% OF TTL	90%	2%	8%			
REGISTRATIONS ADDED THIS MONTH = 274						
REGISTRATIONS THIS YR VS. LAST YR.						
Prev Year	25,472	669	2,121	28,262		
% INC/DEC	5%	3%	7%	5%		

ELECTRONIC USAGE: SUMMARY TABLE		
	USERS	HOURS
ON-SITE	10,634	0.0
REMOTE	36,859	35,823.0
TOTAL	47,493	35,823.0

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	22,173	19,760	12%
ARTWALK DOOR	216	0	
DRIVE-UP	1,349	1,597	-16%
TOTAL	23,738	21,357	11%

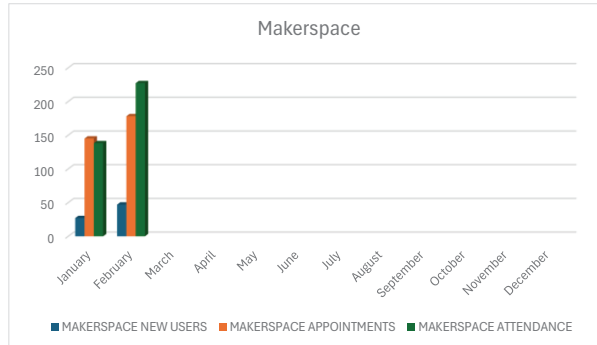
PUBLIC MEETING ROOM USE				
TIME PERIOD	MORNING	AFTERNOON	EVENING	TOTAL
AVAILABLE	175	203	128	506
MEETINGS	79	58	80	217
% IN USE	45%	29%	63%	43%
TOTAL MEETING ROOM ATTENDANCE 3,356				

Monthly Visits 2022 to Present						
	2022	2023	2024	2025	2026	%INC/DEC
January	17,886	22,903	21,380	21,777	22,754	4%
February	16,773	20,945	22,629	21,357	23,738	11%
March	20,687	24,327	25,495	24,517		
April	19,530	20,694	25,135	23,592		
May	19,694	22,738	24,045	25,921		
June	22,054	23,355	24,144	25,497		
July	22,002	23,066	25,588	26,432		
August	21,829	22,460	29,114	23,726		
September	20,062	21,056	22,772	24,642		
October	21,776	24,877	25,207	27,965		
November	20,025	21,634	22,591	24,141		
December	18,952	19,345	20,408	22,046		
ANNL TTL	241,270	267,400	288,508	291,613	46,492	8%
AVE Visits/MO	20,106	22,283	24,042	24,301	23,246	-4%

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	113	1,943	17
OFF-SITE	57	1,173	21

MAKERSPACE			
	NEW USERS	APPOINTMENTS	ATTENDANCE
January	27	145	138
February	47	178	227
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
ANNL TTL	74	323	365
AVE Visits/MO	37	162	183



III. SUPPORT AND ADMINISTRATIVE STATISTICS

PERSONNEL CHANGES THIS MONTH					
HIRED					
NAME	POSITION	HOURS	DATE		
Beth Snezek	Finance Department	0	Feb 25		
Heather Owen	Finance Department	0	Feb 25		
2 Employee(s)		0.00 FTE			
RESIGNED					
NAME	POSITION	HOURS	DATE		
Elizabeth Bernhofer	Adult Services Associate	40	Feb 26		
Alex Foley	Building Svs Sr. Assist	40	Feb 24		
2 Employee(s)		2.00 FTE			
TRANSFERRED					
NAME	FROM POSITION	HOURS	TO POSITION	HOURS	DATE
0 Employee(s)					

PAYROLL SUMMARY	
PAYROLLS THIS MONTH:	2
TOTAL PAID HOURS	9,585.16
FTE (INCL. SUB HRS)	59.91

February 2026

	LAST YEAR	CURRENT YR	% CHANGE
February	68,902	68,212	-1%
E-Resources	15,683	16,266	4%
Circ to Date	142,138	141,630	0%

% OF CIRC						
BluRay	BOOKS	CDs	DVD	MAGAZINES	VIDEO GAMES	
3%	53%	3%	9%	2%	4%	

Monthly Cardholders

LAST YEAR	CURRENT YR
28,262	29,654

Monthly Visits

LAST YEAR	CURRENT YR
21,357	23,738

MAKERSPACE

NEW USERS	LAST YEAR			CURRENT YR		
	APPOINTMENTS	ATTENDANCE		NEW USERS	APPOINTMENTS	ATTENDANCE
25	147	187		47	178	227

Monthly Programming

	LAST YEAR		CURRENT YR	
	PROGRAMS	ATTENDANCE	PROGRAMS	ATTENDANCE
ADULT	64	860	69	994
YA	14	188	13	140
CHILDREN	74	1,736	88	1,982

Monthly Outreach

LAST YEAR		CURRENT YR	
DELIVERIES	TOTAL CIRC	DELIVERIES	TOTAL CIRC
70	1,202	67	1,105

Monthly Meeting Room Usage


	CURRENT YEAR			
	MORNING	AFTERNOON	EVENING	TOTAL
MEETINGS	79	58	80	217
ATTENDANCE	1224	982	1150	3,356
	LAST YEAR			
	MEETINGS	ATTENDANCE	MEETINGS	ATTENDANCE
MEETINGS	65	39	60	164
ATTENDANCE	1275	673	923	2871

MONTHLY OHIO LINK/SEARCH OH


	LAST YEAR		CURRENT YR	
	FILLED	CHECKED OUT	FILLED	CHECKED OUT
BORROWING (From):	756	750	79	88

	LAST YEAR	CURRENT YEAR
LENDING (To):	438	420


Social Media and PR Dashboard

	Viewers	Page Visits	New Page Follows
Jan	37,633	2,521	54
Feb	6,169	810	28
Mar			
Apr			
May			
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			

Viewers - The number of Account Center accounts that have viewed your content at least once. *This metric is estimated and in development.*

	Reach	Profile Visits	New Followers
Jan	538	143	21
Feb	457	108	19
Mar			
Apr			
May			
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			

Reach - The number of people who had any content from our profile or about our profile enter their screen.

	Total					WWW				
	Page Views	Sessions	Users	Return Visitors	% Return	Page Views	Sessions	Users	Return Visitors	% Return
January	158,068	67,653	44,538	7,108	16.0%	53,144	31,328	19,244	3,770	19.6%
February	145,985	57,445	37,282	6,253	16.8%	46,584	26,703	15,844	3,321	21.0%
March	-	-	-	-	-					-
April	-	-	-	-	-					-
May	-	-	-	-	-					-
June	-	-	-	-	-					-
July	-	-	-	-	-					-
August	-	-	-	-	-					-
September	-	-	-	-	-					-
October	-	-	-	-	-					-
November	-	-	-	-	-					-
December	-	-	-	-	-					-
	Blogs					Catalog				
	Page Views	Sessions	Users	Return Visitors	% Return	Page Views	Sessions	Users	Return Visitors	% Return
January	3,664	3,257	2,890	268	9.3%	101,260	33,068	22,404	3,070	13.7%
February	3,310	2,774	2,487	221	8.9%	96,091	27,968	18,951	2,711	14.3%
March					-					-
April					-					-
May					-					-
June					-					-
July					-					-
August					-					-
September					-					-
October					-					-
November					-					-
December					-					-

Mission Moment

While attending the Connecting for Kids Resource Fair with many other disability resource vendors, we met so many families that were delighted to see Natalie. She interacted with so many families. One parent started talking to me about how much she loved our library and noticed my name tag. She said, "Oh! You're the one that emailed me asking to take a photo for [finished literacy initiative]!" She had reservations about her child's photo being taken. I told her it's okay whatever she decides, but I do have a gift for the child and to let me know when they are in the library again.

Projects

WPPL in the News

- [News stories attached]
- Cleveland.com ran a story about the State of the Library Address: [Westlake library event to cover future plans for the library and focus on community](#)

PR inside and outside the library

- Created the 2025 Annual Report to showcase our data and achievements from the past year. This will be available digitally online for our patrons and emailed to a full email list (stats on this email to be reported in the April board meeting).
- Facilitated and built the presentation for the annual State of the Library Address. [The recording can be found on our YouTube channel.](#) This video will be included in the patron email with the annual report.

Community, Ads and Sponsorships

- Attended Cuyahoga's Bite into Books kick off event at the West Side Market with other Cuyahoga County libraries on February 28. We gave away almost 1000 books to the public and ran out within two hours.
- Attended Connecting for Kids Resource Fair on March 5 with Natalie B. to promote disability resources within the library and meet partner organizations.
- Committed to Connecting for Kids 'Embrace the Pace' 5k happening in August for \$250. We will have a table at the event on August 22.
- Donated raffle basket with "Librarian for a Day" to be auctioned at Westlake PTA's Dollars for Demons event on March 13.
- Donated raffle basket to the Westlake Athletic & Alumni for their "Blast from the Past Booster Bash" event on Saturday, March 28.
- Committed to sponsoring the Kiwanis Pancake Breakfast for spring and fall for \$200.
- Submitted Legal Notice for our Annual Financial Statement availability for public inspection to West Life.
- Partnered with the Cleveland International Film Festival. This year, WPPL is a proud partner of the film "Forever Free and the Illiteracy Playbook," a documentary that investigates the systemic, intentional, and historical roots of the literacy crisis in America, particularly affecting the Black community.

Web

- Added the [Sustainability Team](#) to Behind the Stacks.
- Added Connecting for Kids Western Cuyahoga Resource Fair flyer to [Disability Resources page](#). Updated the website with information about the relaunch of [SearchOhio](#) and, eventually, OhioLINK.

- Heather and Brenda attended Create Intro and Create Migration informational webinars about the new CMS being rolled out by Communico this year.
- Created a list and accompanying form for AS to use to schedule Technology Appointments.

Print:

- Notes for April/May went to print and should hit mailboxes the week of March 25. This issue features National Library Week (theme: Find Your Joy), Comic Book Celebration Day, and Friends recruitment.

Email

- Sent a World at War Forum email to the WaWF specialized list on February 23. It went to 136 recipients and had 66 opens (48.53%).

Digital Marketing Stats:**Email Blasts**

- 4 emails in February– Avg 35.69% open rate (decreased 0.55% from January)

New Book Emails

- 4 emails in February– Avg 43.17% open rate (decreased 0.51% from January)

Social stats for the month of February

- **Facebook:** 5,357 page likes
- **Instagram:** 1,613 followers

Website

Top 5 pages

1. Home Page: 22,226
2. Events: 9,378
3. Hoopla Bonus Borrows: 1,666
4. Download and Stream: 1,026
5. Job Openings: 719

WEST SHORE SUN

ROCKY RIVER

Avant-Garde Art Show to benefit Girls On The Run



If greenery is your thing, there is a likely chance you might find some succulents — and much, much more — at the Avant-Garde Art and Craft Show March 21 in Rocky River.

Photos by Avant-Garde Art and Craft Show

Kathleen Barnard *Special to Sun News*

For close to 14 years, the Avant-Garde Spring Art Show has been transforming perceptions of the classic craft fair and giving new life to the “shop local” trend.

In Rocky River, the one-day event is set to take place from 10 a.m. to 4 p.m. March 21 at Memorial Hall, 21016 Hilliard Blvd.

Admission is \$3 for adults and free for children 12 and younger.

The show promises many unique and handmade items, plus original and one-of-a-kind pieces from local artisans.

This craft show supports the local creative community and charitable causes. Each of the Avant-Garde Art & Craft Shows supports a specific local charity.

The March 21 event in Rocky River will donate a portion of the proceeds to Girls On The Run.

The event is the brainchild of Becki Silverstein, who grew up in Westlake.

She is a crafter who transformed her passion for arts and crafts into a thriving business that now hosts about 30 events annually throughout the region.

Silverstein launched the Avant-Garde Art & Craft Shows in June 2011.

What began as a single event has grown into an annual series, with shows regularly held throughout the year in suburbs across Northeast Ohio and expanding as far as Columbus and Cincinnati.

“Having been a crafter myself, and enjoying visiting craft shows with my mom when I was young, I understand both sides of the business — as a vendor and as a customer,” said Silverstein, whose background spans event planning, public relations, advertising, marketing and non-profit services.

Her dedication to excellence earned her recognition as one of the Cleveland 20/30 Professional Club’s 2016 Top 25 Under 35 Movers and Shakers.

The Rocky River show will feature between 50 and 100 local vendors showcasing handmade items, including an array of jewelry, artisanal candles, home décor, fine art and artisanal foods.

True to the show’s commitment to authentic craftsmanship, all items must be handmade — no large commercial businesses are permitted.

“Supporting local arts and charities is at the heart of everything we do,” Silverstein said.

Additional Avant-Garde Spring Art Shows in the Sun coverage area include:

- ▶ Strongsville, 10 a.m. to 4 p.m. March 14, Ehrnfelt Recreation Center, 18100 Royalton Road
- ▶ Chagrin Falls, 10 a.m. to 4 p.m. April 11, Sun Valley, 10000 Edwards Lane
- ▶ Avon, 10 a.m. to 4 p.m. April 18, Emerald Event Center, 33040 Just Imagine Drive.

WESTLAKE

Local libraries serve up countywide conversation with ‘Bite into Books’

Kathleen Barnard *Special to Sun News*

If you’re hungry, you might not think to head to your local library. But that is just what Porter Public Library wants you to do as they partner with other libraries across Cuyahoga County to celebrate food, memories and community.

Piloted by Heights Libraries through an NEA Big Read grant supported by Arts Midwest, the community book reading initiative builds strong bonds by engaging the public with a shared text.

This year’s selection, “Bite by Bite: Nourishments & Jamborees,” features author and poet Aimee Nezhukumatathil.

Nezhukumatathil reflects on 40 foods that have shaped her life, creating many fond memories and diving deeper into the way tastes and foods help shape us.

“People are craving connection right now,” says Kaela Sweeney, strategic projects manager for Heights Libraries.

“Aimee’s short essays in ‘Bite by Bite’ highlight the many ways that food connects us — to our identities, loved ones, communities and the natural world.

“It’s an accessible entry point for a lot of powerful conversations.”

The kickoff starts at the West Side Market from 10 a.m. to 2 p.m. Feb. 28, with giveaways of “Bite by Bite” and other food-forward publications for all ages.

Throughout the spring, other public libraries — including Rocky River Public Library — will host dozens of free events, circulate extra copies of the books and collect community food stories.

Nezhukumatathil will visit later in the spring for two special events: a free tasting and writing workshop on April 29 at the Cleveland Public Library’s Main Branch, fol-



This year’s selection for the Cuyahoga County community read is “Bite by Bite: Nourishments & Jamborees,” by author and poet Aimee Nezhukumatathil.

Courtesy of Heather Feenaughty

lowed by a forum discussion the next morning, April 30, with the City Club of Cleveland.

Sweeney hopes the initiative leaves participants well-nourished long after it ends.

“Each partner brings something unique to the table. We’re excited to give community members a chance to sample and appreciate the many stories, resources, spaces and experiences their public libraries have to offer.”

The ongoing event will culminate with Nezhukumatathil visiting the City Club on April 30.

The City Club of Cleveland forum is available in person and via livestream. It can also be watched later on the City Club website.

Ticket information can be found at www.cityclub.org.

Join the conversation at www.cuyahoga-areads.org.

ROCKY RIVER HIGH SCHOOL

Police: Staffer offered booze, weed to underage grad

Lucas Daprile ldaprile@cleveland.com

Lichman said.

A staffer at Rocky River High School has been arrested after police said he offered alcohol and marijuana to an underage graduate.

On Friday, police arrested Michael W. Sandy, 56, of Rocky River, who worked at the school but did not teach there, according to a news release.

Authorities said Sandy offered to provide drugs and alcohol to a Rocky River High graduate who was a juvenile when the messages were sent. Court records list the date of the offense as June 12, 2025.

Though Sandy is not a teacher, he worked in the auditorium and had limited contact with students from the drama department, Rocky River Police Chief George Lichman told cleveland.com.

Sandy faces a first-degree misdemeanor charge of attempted contributing to the delinquency or unruliness of a minor.

Police do not believe Sandy actually gave marijuana or alcohol to students,

In a statement, Rocky River High School officials said the allegations do not concern current students and the arrest did not happen at school.

Rocky River schools placed Sandy on paid administrative leave on Feb. 5 after conducting their own, non-criminal investigation into Sandy, Superintendent Adham Schirg said in a statement to parents and staff.

Sandy did not immediately respond to a request for comment.

This is the second time in recent months where a Rocky River High School official has faced allegations of misconduct.

In December, former School Resource Officer Michael Bernhardt was sentenced to six months in prison after he admitted to repeatedly using the state’s law enforcement database to get information on women and students. Just a month into his sentence, Cuyahoga County Common Pleas Judge Timothy McCormick allowed him to be released early.

PICK OF THE BLOTTER



Aggravated menacing *Wolf Road, Bay Village*

On Feb. 6, police were dispatched on a report of a driver making threats. The caller advised that they were contractors backing a work van into a driveway at the time of the incident. The woman became impatient and upset, pulled into the driveway behind the van, exited her vehicle yelling and took a photograph of them. She returned to her vehicle, came back armed

while intoxicated. While being booked into jail, the man gave a breath sample that showed his blood-alcohol level was 0.26, and officers added charges of driving with an alcohol level greater than 0.17, failing to stay within lanes of travel, and driving without a license.

Sled warning *I-90*

At 11 p.m. on Jan. 1, a caller reported that

fled northbound on Crocker Road before losing control and running off the road into deep snow. A foot chase followed, lasting for about a quarter of a mile, before officers captured the man in a backyard in a housing development. Officers took the 27-year-old Cleveland man into custody. While inventorying his Jeep, they discovered a loaded firearm, a large amount of suspected marijuana and a scale. The man was not

WESTLAKE



Photo courtesy city of Westlake

City raises America 250-Ohio Flag to launch yearlong celebration

Westlake officially kicked off its participation in the nation's 250th anniversary with its recent ceremonial America 250-Ohio flag raising.

City team members were joined by representatives from the Westlake City School District, Westlake Porter Public Library, Clague Playhouse, Westlake Kiwanis and the Westlake Historical Society. Mayor Dennis Clough delivered opening remarks before welcoming Michael Brennan, Regional Outreach Ambassador & Coordinator from the America 250-Ohio Commission.

In his address, Brennan said the moment held both national and local importance.

"As we raise the America 250-Ohio flag, we aren't just hoisting a piece of fabric; we are signaling our start to a national celebration," Brennan said. "Over the course of this year, 2026, our nation will celebrate its Semiquincentennial, 250 years of an American experiment that is still evolving, still dreaming and still rooted in communities exactly like Westlake."

— Samantha Ann Illius

AVON

'Con artist' contractor pleads guilty of numerous charges

By BARBARA MOONEY

The owner of a defunct Avon-based building contractor who was indicted on multiple theft and related charges last September, pleaded guilty on some of the charges last week and will be sentenced March 23.

Jeffrey Crawford, 51, owner of Cleveland Custom Homes, LLC, faced 29 charges from the Cuyahoga County Prosecutor's Office that said he used his company to scam multiple victims who had contracted with it to build houses and to defraud investors over a period that began in 2021.

The indictment against Crawford came after an investigation was completed by the U.S. Secret Service Money Laundering Task Force, as well as the Westlake and Amherst Police departments.

Added together, the schemes defrauded victims of about \$2.3 million, according to the Prosecutor's Office. Crawford was also the plaintiff in a consumer protection lawsuit filed in 2024 by Ohio Attorney General Dave Yost's Office, a case that is pending a hearing in Lorain County Common Pleas Court on March 24.

At the time of the indictment, Cuyahoga County Prosecutor Michael O'Malley called Crawford "a con artist." Crawford's original scheme involved using money that his company

was paid to build three homes in Cuyahoga and Lorain counties to fund other projects. According to the Prosecutor, he also forged bank documents, lied about paying subcontractors and used customers' money to pay for his own personal expenses.

In another scheme he allegedly began in 2023, Crawford took a total of \$430,000 from three people who thought they were investing in the company. He did not repay the funds and in some cases gave would-be investors checks that bounced.

Crawford pleaded guilty on Feb. 24 to six of the charges in the indictment before Common Pleas Court Judge Carl Mazzone, while the other charges were dismissed. The charges he pleaded guilty to were: engaging in a pattern of corrupt activity, aggravated theft, tampering with records, securing records by deception, money laundering and passing bad checks.

While the final sentencing is pending, Judge Mazzone ordered Crawford to pay restitution to the victims of the schemes, an amount that is up to the Prosecutor's Office to determine. Crawford filed to place his company into bankruptcy two years ago, which delayed litigation against him that had been filed in both Cuyahoga and Lorain counties.

Contact this reporter at bemooney83@gmail.com or 440-871-5797.

FAIRVIEW PARK

Summer camp registration opens

By BRIAN LOVE

Ignore the snow flurries outside. A definite early sign of summer is happening right now.

Sign-ups are now being accepted at the Fairview Park Recreation Center for summer camps. Nine different camps are being offered this summer.

Several could be familiar with residents who have used the camps in past summers.

But there is a new one that makes Program Coordinator-Community Programs Erin Alexeff emotional. Kindness Camp, an offshoot from Zoey Mahalic's Kindness Club, runs 9 a.m.-2 p.m. Aug. 3-7.

"Zoey's Kindness Club will be a part of it," Alexeff said. "We're going to teach that upper-elementary/missile school age range on how to volunteer and get involved with organizations in the community."

"The idea is that we spend time either gathering materials, making materials or going to an animal shelter and learning how kids can get involved in animal shelters. We'll also look at Meals on Wheels and soup kitchens. There's a bunch of organizations that serve people with disabilities."

Zoey's Kindness Club began when Zoey, a Lewis F. Mayer Middle School sixth-grader, began making beaded bracelets to either give to various organizations. She also took contributions for the bracelets at various events and then gave that money to various charitable organizations.

"Zoey, her little sister, her mom and me went to the Ronald McDonald House and were able to drop off a whole big Tupperware bin full of bracelets," Alexeff said. "It was nice for them to be able to see exactly where their donations are going."

That Tupperware bin contained more than 900 bracelets that the group made in early January.

But that is not the only camp being offered. Summer Sports Spectacular Camp (June 8-12), Goal Getters Soccer Camp (June 15-18), Summer Stix Lacrosse Camp (June 22-28), Olympic Days Camp (June 29-July 3), Hoop It Up Camp (July 6-10),

First Down Flag Football and Kickin' It Cheer Camp (July 13-17), Sports Around the World Camp (July 20-24), Summer Fun in the Sun Camp (July 27-31) and Ultimate Warrior Camp (Aug. 3-7) are being offered.

Cost is \$225 per week or \$195 per week if registered for all nine weeks. They also provide extended care at \$60 per week.

But in order to get to the summer, it is also time to plan spring activities. There are a few new programs at the Gemini Center being offered.

Strength Lab is for people who aren't sure on how to work out. Classes take place 10:15-11:15 a.m. Mondays and Thursdays and 6-7 p.m. on Tuesdays. Cost is \$20 per session or \$100 for six weeks.

"There's six classes in the series that focus on different parts," Alexeff said. "Each day will have a different part. Like Monday might be legs, Tuesday might be back and Thursdays might be arms."

Teen Strength School is from 3:15-4 p.m. on Thursdays with an orientation at that time on Tuesdays. The class is for middle school and high school students.

"It's an introduction to weightlifting to learn proper form, gym etiquette, different muscle groups and body mechanics," Alexeff said. "There are a lot of teenagers that are excited about working out and learning how to work out, but don't know how or where to start."

There is also Yoga Flow, a class taught 6-7 p.m. It says it will "Find your breath. Settle your mind. Move in a way that feels good for your body."

Registration for camps and programs can be found at <https://www.fairviewparkohio.gov/309/Recreation-Department>.

"There's so many exciting things happening in like this building and in Fairview Park," Alexeff said. "We're adding so many new programs and just leveling up so many things that I really have to like to keep it all organized. I'm excited about all the new things."

Contact this reporter at blove@westlife.com or 440-871-5797.

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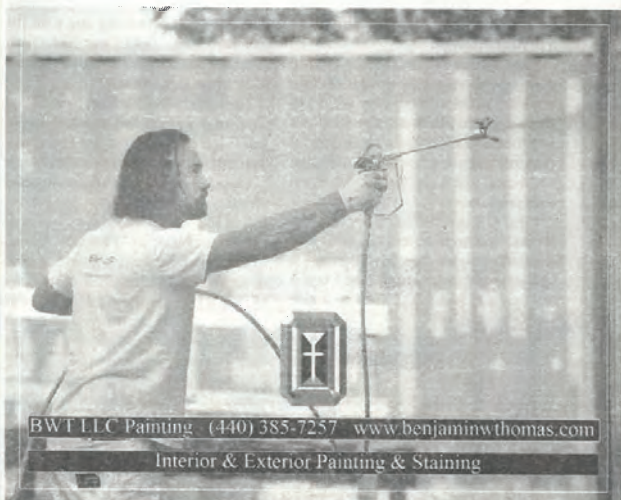
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WEST SHORE SUN



BAYarts will host a night of music and dance, Celtic style, March 14 to kick off the St. Patrick's Day weekend. Courtesy of Tom McInerney

BAY VILLAGE

Celtic rock band Mary's Lane to perform at BAYarts

Kathleen Barnard Special to Sun News

Mary's Lane will perform March 14 at the BAYarts Cultural Center to kick off the St. Patrick's Day weekend.

Last year marked the first time BAYarts had hosted the popular local Celtic rock group.

"We're delighted to welcome Mary's Lane back to the BAYarts Cultural Center just ahead of St. Patrick's Day," said BAYarts Executive Director Beth Millil.

"The energy and excitement they bring to our space is exactly the kind of vibrant programming we envision as we continue renovating and reimagining this building for our community.

"This year's performance will once again include a special intermission featuring dancers from the Brady Campbell Irish Dance School, adding to the celebration of Irish music and culture."

Tickets for the Mary's Lane show are \$25 in advance and \$30 at the door.

Because this show is likely to sell out, BAYarts is encouraging the purchase of tickets in advance on their website: www.bayarts.net/events/maryslane2026.

Cafe Melissa in Avon Lake will be offering Irish fare for pre-order so concertgoers can

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BAYarts Executive Director Beth Millil

pick up a meal and enjoy a stress-free dinner at the show.

Attendees should place their orders from the special March 14 concert menu on the Cafe Melissa website by March 10.

The menu offers traditional fare or a taste of traditional with a twist, including Reubens, corn beef dinners, corned beef egg rolls with Guinness beer cheese and potato pancakes with pinot noir onions, to name just a few.

Select "order online," then select "BAYarts March 14 Concert Pre-Order."

THE CULTURAL CENTER AT BAYARTS

The BAYarts Cultural Center represents one of the organization's most exciting initiatives.

Through the recent renovation of the historic Huntington Playhouse building, the space has been transformed into a vibrant, multi-use community hub that supports the center's mission.

BAYarts is currently fundraising for the next phase of the Playhouse building renovation, which will make the stage fully functional while also creating flexible, acoustically correct spaces that can double as music and sound rooms.

The renovation will add a much-needed classroom and green room gathering space for performers, as well as restrooms and storage, ensuring that the facility can fully support both educational programming and live performances.

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WESTLAKE

OV1 Detroit Road

A concerned driver called the Westlake Police Department at 12:30 a.m. on Feb. 25 to report that a Toyota pickup truck had driven off of Detroit Road by Clubside Drive.

The truck ran over a mailbox, a fire hydrant, and several lawns before re-entering the road and continuing westbound on Detroit.

It did not get far, as the officers found the abandoned truck on Fresno Drive. As officers began to investigate the crash, another officer found a man

PORTER PUBLIC LIBRARY

What will AI look like in 2026? Hear predictions at library.

Kathleen Barnard Special to Sun News

If you've ever wondered where artificial intelligence is headed, you won't want to miss a free talk from 6:30 to 8 p.m. March 18 in the Porter Room at the Westlake Porter Public Library.

The evening's speaker is Miroslav Humer, vice president for university technology and chief information officer at Case Western Reserve University.

Known to colleagues as Miro, Humer brings a wealth of experience in leading technology strategy at two major Northeast Ohio universities.

Before joining CWRU's University Technology (UTech) Senior Leadership Team in 2017, Humer served at Cleveland State University in a series of progressively senior roles — enterprise applications manager, director of strategic initiatives and partnerships, and ultimately chief information officer.

At CWRU, Humer has also been a driving force behind the university's Imaging IT strategic plan, helping introduce new approaches to service delivery and business development that keep one of the region's premier research universities at the technological forefront.

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He described it as a technology still in its early stages, but one with real promise for improving student services and unlocking value from institutional data.

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This program is geared toward adults and falls under the library's Education/Lifelong Learning and Computers and Technology series.

Whether you're a curious lifelong learner, a professional navigating AI tools at work or someone who simply wants to understand what all the buzz is about, Humer's insights offer a rare opportunity to hear from someone working at the intersection of technology and higher education every single day.

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It's a chance for residents of all ages to hear directly from leadership about one of the community's most valued public institutions.

The event is free and open to everyone.

PICK OF THE BLOTTER



Warning for shenanigans Brook Lane, Rocky River

A Brook Lane resident at about 11 p.m. on Jan. 18 reported someone banging on her front door. She and her 18-year-old son were the only ones in the home, and she was not expecting anyone. They locked themselves in the back bedroom to wait for police to investigate. When officers arrived, they found three boys who said they were friends with the caller's son and were playing a prank on them. Officers advised them to knock off the shenanigans, and they were sent on their way.

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BAY VILLAGE

Fleeing *Lake Road*

On Feb. 16, an Avon Lake police pursuit of a stolen black Mazda, which contained the owner's dog, was terminated after reaching excessive speeds entering Bay Village.

Officers from Bay Village, Strongsville, Parma Heights, Parma, and the Ohio State Highway Patrol also pursued the suspect, who was eventually arrested. The dog was found abandoned in an Avon Lake park.

Animal complaint *No address*

On Feb. 15, a resident contacted police to report two dogs charged him and his child near the high school.

The homeowner retrieved the dogs but would like officers to check the area.

Noise complaint *Breezewood*

On Feb. 20, a resident reported a roofer's music being too loud.

Police could not hear the music over the power tools being used.

ROCKY RIVER

OVI *I-90*

Several callers at 8 a.m. on Jan. 20 reported a white Honda HR-V hit an electrical sign on I-90 eastbound near the Detroit Road exit.

The crash caused damage, but the SUV continued traveling eastbound, they reported.

Officers located the SUV with a flat tire pulling into the Rocky River High School parking lot. When officers approached, they noticed the airbags had deployed.

The driver, a 26-year-old Lakewood man, said he was not injured and that he had been coming from working an overnight shift at a retail store in Westlake.

An officer noticed a half-full pack of White Claw alcoholic drinks in the car. The driver slurred his speech and had glassy eyes, according to a police department statement.

Officers administered field sobriety tests and then arrested the suspect for operating a vehicle while intoxicated. His SUV was towed to the Rocky River Police Department impound lot.

While in custody the man gave a breath

sample of 0.137, according to the police department.

WESTLAKE

OVI *Detroit Road*

A concerned driver called the Westlake Police Department at 12:30 a.m. on Feb. 25 to report that a Toyota pickup truck had driven off of Detroit Road by Clubside Drive.

The truck ran over a mailbox, a fire hydrant, and several lawns before re-entering the road and continuing westbound on Detroit.

It did not get far, as the officers found the disabled truck abandoned on Fresno Drive. As officers began to investigate the crash, another officer found a man stumbling on the sidewalk near Detroit and Columbia roads.

The 46-year-old LaGrange man almost fell over while walking, according to a police department statement. The man was the owner of the truck, but he could not explain how the vehicle ended up abandoned in the middle of the street after a crash.

The man appeared intoxicated and refused to submit to field sobriety tests. He was arrested for operating a vehicle while intoxicated and leaving the scene of an accident. The driver also refused to submit to a breath test, so his license was immediately placed under a suspension.

Suspicious incident *Danielle Drive*

A Danielle Drive resident at noon on Feb. 24 reported that the front door on her neighbor's home was standing "wide open."

Officers arrived to find the door open, and dogs were running into and out of the house.

They checked inside the home and found that nothing appeared to be disturbed inside. They captured the dogs and made sure they were safely inside before resecuring the home, according to a police statement.

tion officer.
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The event is free and open to everyone. Following the presentation, there will be dedicated time for questions and comments — making this a community conversation as well as a formal address.



The State of the Library will be given March 8 in the Dover Room at Westlake Porter Public Library.

Kathleen Barnard, Special to Sun News

Adult Services

Mission Moments:

A woman came in looking for books on Asperger's syndrome. Not seeing too much in the Adult collection I took her down to Youth Services and introduced her to Natalie Bota and told her that they had a Juvenile Disability Resources section that contained many books on Autism and Asperger's. She was very happy to be led to this area. She also reminded me that I had guided her in helping her set up her Social Security account and getting access to her Gmail account. She said both of those have been working wonderfully since I had helped her.

A 60-year-old nurse stopped speaking Ukrainian 15 years ago when her grandparents died. Before that, they only spoke Ukrainian at home. She has been taking a Zoom class to practice and has been using her \$1 free mobile printing perk to print Ukrainian vocabulary and book passages.

Programming:

Adult Services hosted 22 programs with 399 attendees, and 19 Outreach programs with 314 attendees.

We had 1 Bloodmobile session with 83 donors.

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

Program title + attendance	Hosted by	Program Survey Comments
Citizenship Classes: 2/2 - 4; 2/4 - 3; 2/9 - 3; 2/11 - 3; 2/16 - 4 = 17	Facilitated by the H.O.P.E. Center	
American Red Cross Bloodmobile: 2/12 - 83	Red Cross – coordinated by Andrea Tarolli	
Introduction to Finding Grants - 8	Katie Salis with David Holmes of Candid	
Tax Planning for Retirement - 15	Katie Salis with Dave Herwerden of WestPoint Wealth Management	
Jewelry Junction: Evelyn's Jewelry Workshop - 10	Evelyn Finley	
Let's Talk! Spanish Language Social Hour - 11	Frances Brawner	
Learn About World Hijab Day & Ramadan - 59	Frances Brawner with Siddiqa Qadir from West	"Great program! Learned a lot. Thank you for the treats. I appreciate the group's openness, willingness to

	Cleveland Muslim Society	answer any questions, and explanations." "It was a very informative program and presentation. This is the 6th year and they have it running very good. I felt very welcomed."
Earth "kind" Meetup Group - 5	Katie Salis and Andrea Tarolli	
Learn the Tarot - 10	Alyssa Alcorn with Anthony Makar	
Valentine's Day Decorative Wine Glasses - 13	Evelyn Finley	"Love the instructor, Evelyn!!! Fun evening! Great class!"
Exercises to Reduce Joint Pain - 35	Evelyn Finley with Gina Croft	
Sauce 101 - 16	Katie Cooley with Chef Garrett from the Westlake Community Center	"This program met my expectations and BEYOND! Excellent program - look forward to seeing more of Garrett. He's fantastic and makes a mean chicken salad sandwich!"
Spice It Up! Paprika - 25	Alyssa Alcorn	
Brick Builders for Adults - 0	Clare Neubert	
Wild About Wild Flowers - 23	Adrien Krajnik (Elyse Kaderli was sick)	
World at War Forum: The Six Triple Eight - 60	Chad Statler with Molly Sampson	"Outstanding presentation, very informative, lots of energy and expertise"
Trivia Night: Fables & Fairy Tales - 17	Alyssa Alcorn & Erin Manning (Elyse was ill)	
Adult Creative Writing Group: Black History Month - 8	Victoria Vogel	
It Came From Ohio! An America 250 Program - 25	Sarah Beebe	
Tuesday Evening Book Club (IN PERSON & ON ZOOM): "You Could Make This Place Beautiful" by Maggie Smith - 19	Elizabeth Bernhofer	
Wednesday Afternoon Book Discussion: "The Lion, The Witch, and the Wardrobe" by - C.S. Lewis & "Once Upon a Wardrobe" by Patti Callahan- 15	Katie Salis	
True Crime Book Club: "The Poisoner's Handbook" by Deborah Blum - 5	Chad Statler	
Thursday Night Book Club: "The Map of Salt and Stars" by Zeyn Joukhadar - 11	Diane Dillon	

Environmentalism Book Club: "A Song For the Earth" by Shannon Jade - 9	Elyse Kaderli	*The author joined the discussion via Zoom to discuss her book, the writing process, and answered attendees questions.
Virtual Author Talk: Vanessa Riley "Fire Sword and Sea" - 16	Library Speakers Consortium	
Virtual Author Talk: Lindsey Stewart "The Conjuring of America" - 12	Library Speakers Consortium	
Virtual Author Talk: Tom D. Crouch "Smithsonian's Gamble" - 31	Library Speakers Consortium	
Outreach Programs: "I Love Lucy" - 18 sessions, 277 attendees; "Muppets" at Community Center – 37 attendees	Sarah Beebe	See below for narrative report.

Staffing

Adult Services 40-hour Associate, Elizabeth Bernhofer, had her last day at WPPL on February 26th. Her attention to detail, professionalism, and warmth will be missed.

Study Room Usage

It may be the shortest month of the year, but the study rooms were hopping! We had 415 individual bookings for February, with 638 people using the spaces.

Outreach

This month's program was "I Love Lucy". This program was very well received with many patrons sharing their memories of watching the show when they were younger. This program in particular went over well in the memory care units because "I Love Lucy" was a program they watched when they were younger and they enjoyed reminiscing about it and the short clips from the show made many in the group laugh. Even patrons that are mostly non-verbal smiled and laughed during the clips from the show. Sarah completed this program 18 times with 277 participants. Sarah also did a program about the Muppets at the Westlake Community Center with 37 participants. Lastly, Sarah did her "It Came From Ohio!" program here at the library with 25 participants. Feedback sheets were positive with comments such as "fun and informative! Sarah did a great presentation."

This month Sarah did her program about I Love Lucy. This program provided each group with multiple moments of laughter shared amongst the group by watching the clips from the show. One participant's daughter who attended the program said "this was better than PBS!" and explained she had just watched a program on PBS about I Love Lucy and stated that Sarah's program was more informative and fun.

Blogs

- Winter Olympics 2026: Gold Medal Reads – Clare Neubert
- Five Uplifting Books to Read This Lent – Erin Manning

Displays

- Crime Books – Diane Dillon
- Fairy Tales and Fables – Elyse Kaderli
- Black History Month – Elizabeth Bernhofer
- Presidential Biographies – Chad Statler
- Winter Olympics – Clare Neubert
- Birdwatching – Katie Salis
- Tax Forms (Organized by Alyssa Alcorn, maintained by all AS staff)
- Library Speaker Consortium – Erin Manning
- How the World Says “I Love You” (display case by Ask Us) - Elyse Kaderli
- Winter Books (Book Club in a Bag Display Case) - Elyse Kaderli
- Winter Olympics (Bulletin Board) - Clare Neubert
- Ohio Works: Innovation, Business and Work – Katie Salis & Andrea Tarolli (USA 250-themed Lobby Case)

Makerspace

Mission Moments:

During a laser engraver appointment, Rose helped an eleven-year-old patron, and his mother cut and engrave a box out of balsa wood. She also assisted them with assembling the box. The box was intended as a birthday gift for the child's friend to hold his Pokémon cards. He engraved an image of a Poke ball on the cover of the box. The child loved the process, and the mother loved the experience of encouraging her child to see his idea through to completion.

Makerspace Activities

The Makerspace welcomed 227 attendees to 178 appointments during the month of February, 109 of which were with 1-on-1 guidance and instruction. The staff processed 220 3D prints through the queue. The space also had 47 new users register to use the Makerspace.

There was a total of 5 Makerspace programs for adults in the month of February with a total attendance of 33. There were 2 Makerspace programs that were for young adults with a total attendance of 14. There were 2 Technology Training classes for adults with a total attendance of 11. Finally, there was 1 AI program with a total attendance of 71.

Program Spotlight:

Felt Valentine's Day Garlands (2/10/26) Mary Kay facilitated a program entitled, “Felt Valentine's Day Garlands.” In this program, five participants received instruction on the process of using the laser engraver to cut acrylic felt components for their garlands. The goal of the program was to introduce participants to the laser engraver and LightBurn software. In the first part of the program, participants received a demonstration on creating a design in LightBurn and operating the laser engraver. After the demonstration, participants each had the opportunity to cut their felt pieces with the laser engraver, beginning with auto-focusing their material, then framing their cuts and starting the machine. Once their felt components were cut, participants strung their hearts on ribbon to create their garlands

After School in the Space-Valentine's Day (2/11/26)- The project for this month's After School in the Space program had the kids creating a sublimation puzzle. 10 teens used Canva to create an image collage to print on sublimation paper and heat press on a sublimation puzzle blank. The

project was designed to be a gift for Valentine's Day. One of the kids has since returned with his entire family to use the laser engraver and 3D print.

Surprisingly Fun Things to Do with Chat GPT (2/18/26)--Rocco Cuffari, founder of Humindful, presented on fun things to do with Open AI's Chat GPT and other AI resources including Google Gemini. These included taking a picture of the contents of your refrigerator and having AI suggest recipes, developing a home maintenance checklist, and organizing a grocery list. Cuffari also gave all attendees access to the slides from his presentation.

Makerspace Outreach

Victoria and Rose worked with a group of First Lego League kids and their parents to demonstrate 3D printing on a file of their choice to enhance their study of archeology. Rose showed the group how to slice two models of Egyptian artifacts. She sliced them in Cura and resized them while explaining the process. She then loaded two 3D printers and got the prints started so the group could watch the process. The group consisted of six children between the ages of 6 and 10 and 5 parents.

Programming

Program title + attendance	Hosted by	Program Survey Comments
CNC Orientation 2/3 (4)	Rose White	
Meet Your Makerspace-2/4-(10)	Victoria Vogel, Karen Argie, Rose White	
CNC Orientation 2/7 (4)	Rose White	
Tinkering with Tinkercad-2/9-9 (6 kids, 2 adults)	Victoria Vogel	
Felt Valentine's Day Garlands-2/10 (5)	Mary Kay Palazzo	Awesome staff and program instructor!
Tech Bytes-iPhone and iPad-2/12 (6)	Victoria Vogel and Alyssa Alcorn	Victoria and Alyssa were very patient answering frustrations and very helpful offering many good suggestions.
Tech Bytes-Android -2/17(5)	Adrien Krajnik	ADRIEN IS ALWAYS SUPER SMART and is a great teacher! Thank you.
Surprisingly Fun Things to do with Chat GPT-2/18 (72)	Victoria Vogel	Very Interesting and Helpful!
Makerspace Basics: Sewing Machine and Serger-2/28 (10)	Mary Kay Palazzo and Karen Argie	More of this, Thank you!

Circulation

Mission Moment:

A patron commented that her sister lives in San Francisco but visits our library often when she is in town. She says our library is better than the libraries where she lives. She says we “are the best library ever!”

Passports: 116 Passport applications were accepted along with 148 passport pictures taken.

After-Hours Lockers were used by 48 users to pick up 90 items.

SearchOhio and OhioLINK

SearchOhio resumed lending on February 9th, with OhioLINK lending resuming on March 2. Despite several issues early on, the lending process is working fairly smoothly. Clarivate, SearchOhio, and ByWater continue to work on quality-of-life improvements for both patrons and staff.

Information Technology

- The AV Overhaul project progressed to its end stages, at this time all intended technology is installed in the rooms. However, iVideo is continuing to make tweaks and work out bugs in the system in each room.
- On 02/02/26 News bank had issues with their website making it inaccessible to patrons.
- Replaced a motherboard in one ABC mouse station as a result of multiple USB ports on the device going bad out of warranty.
- The UPS in IDF4 which supplies battery backup power to the network switches that service the Circulation department began malfunctioning and had to be replaced.
- Replaced the CC reader at the Adult Services Print Release Kiosk as the old one was consistently malfunctioning.
- Worked with Koorsen to get the new fire alarm phone backup set up on our network.
- Set up computers and phones for the new Fiscal Officer and Deputy Fiscal Officer.
- Bibliotheca installed a new reader in the security gates in an attempt to resolve an issue where materials that set off the gates are not being displayed to staff.

Youth Services

Mission Moments: *From Cat*

After Short Story Workshop, one of the participants and her mother came back to Youth Services eager to read their story aloud to staff, praising the program and their enjoyment. This patron has attended one other Short Story Workshop in the past and has come out of her shell from the last program. I'm always amazed to see the growth and creativity from our young writers in the community.

Programming Highlights:

Cat hosted a **Dinosaur Party** for 16 participants playing all sorts of dinosaur games, reading dinosaur books and enjoying all things dinosaur.

Jamie, Rachel, and Holly (with planning done by Emily) hosted 3 sessions of **Family Storytime**. Themes included snow, winter on the farm, and winter. In total they saw 50 participants.

Natalie and **Next Chapter Book Club** finished their reading of *Hidden Figures*. This was the first book club where one member joined via zoom after she moved away from Westlake. The members of this group are engaged and excited to continue to meet. They attempted to watch the film and despite some technology issues, the group takes everything in stride with, according to Natalie: “One member said she’d been praying for us and our DVD during her daily rosary and another brought us hand-packed bags of popcorn to share together, invited his brother along, and chuckled saying, “well at least we have snacks” when the movie stopped working. It makes a frustrating situation better when patrons respond gracefully.”

Jamie presented an **Early Literacy Presentation** for a Mom Night @ Bay Presbyterian. She shared information including programs to attend at the library, resources for child development and learning, materials we have to check out and more. From Jamie: After finishing my early literacy presentation for Bay Presbyterian’s Moms’ Group, one of the attendees shared how much she enjoyed the monthly craft kits put together by Fran and Rachel. She said it has been so fun – for both kids and grandparents – to discover what crafts are in the kits, and that they have created meaningful opportunities to connect with their grand kids through creativity.

Holly, Jessica, with planning support from Natalie and staff support from Bethany hosted **Olympic Pizza Party** hosting a pizza taste test, pizza games, and crafts relating to the Olympics and all things pizza. It was a wonderful evening spreading joy. Bethany shifted her schedule to help with this program, and even was able to get 2 teen volunteers last minute to support the craft stations, which we were able to do quickly because of the inroads she has made with our teens. Shout out to Larissa for holding down the fort at the desk while the program was taking place throughout the department.

Rachel, Emily, and Jamie hosted **Family Storytime. Stories about Valentine’s Day** were shared and all did their own manipulatives, finger rhymes, songs, and interactive elements. At Emily’s storytime grandparents shared their appreciation for being able to attend with their grandson while visiting from out of town.

Fran hosted her annual **Feed the Birds** program sharing fun facts and games about birds and then making Midwest bird friendly bird feeders with patrons. We had a few bird feeders left over and we were able to offer them to patrons at other programs, and they were appreciative of this.

STAFF MEMBER	Programs Hosted Included
Cat	NSP: America’s History in Cartoons; Valentine’s Day Card; Dinosaur Party; Chess Club; Snacktivity x2; Short Story Workshop
Natalie	Adapted Playdate; Adapted Storytime; PreK ST x2; Homework Help x2; NCBC x2; Social Hour for Teens with Autism; Stories and Signs; Outreach Adapted ST x10; 4th Grade Field Trip
Jamie	Lapsit ST x4; Outreach Preschool ST x16; Family Storytime; Early Literacy Presentation; My First Valentine’s Day; Kinder Club Kits; Little Yogis; Hear Me Roar; Outreach Preschool ST x1
Rachel	Homework Help; February Craft Kits; WECPTA Field Trip; Preschool Outreach ST x4; Family ST; Bow Wow Books; PTA Founders Day

Bethany	Teen Volunteer Orientation; Teen Lounge; Crafternoon; Snackivity; 4th Grade Field Trip; Homework Help x3; Tabletop Game Room; WHS Book Club
Holly	Come Play with Me; STEAM Ahead; Kinder Club Kit; Olympic Pizza Party; LINK
Emily	Music Monday; Outreach Preschool ST x1; 4th Grade Field Trips x2; Family ST; Brick Builders; LINK; Homework Help
Jessica	Olympic Pizza Party; Kids Comic Workshop; Make It, Take It
Fran	4th Grade Field Trip; Toddler ST x4; Feed the Birds; Brick Builders; Bow Wow Books; LINK

Total programs hosted: 64 in-library + 37 outreach = 100 programs

Total attendance: 1263 in-library + 859 outreach = 2122 participants

School Partnerships

Natalie planned and scheduled and hosted **Outreach Adapted Storytimes** for 3 locations, seeing 10 classes for a total of 124 participants.

Jamie planned and scheduled and hosted **Outreach Preschool Storytimes** for 11 locations, seeing 21 classes for a total of 583 participants.

- Jamie hosted 16 sessions
- Rachel hosted 4 sessions
- Emily hosted 1 sessions

Jamie put together 8 **book bins** to be delivered to 7 locations circulating 200 books.

Natalie put together 2 **book bins** to be delivered to 1 location circulating 50 books.

4th Grade Field Trips

Rachel prepped, prepared the presentation and gathered supplies on behalf of YS. Natalie, Fran, Bethany, and Emily presented on book genres this visit focusing on humor, sports, and realistic fiction. The classes choose from a small selection of books to learn about, they learn more about the genres and then they have a time to browse and check out materials. 8 classes, 213 participants.

Westlake Early Childhood PTA

Rachel hosted a field trip for the Westlake Early Childhood PTA that included a small tour of the Youth Services area, a storytime, and button making of WECPTA Logo Buttons. Thanks to the Makerspace for letting us use a small handful of magnet backed buttons for this project. While the button maker was tough for some of the preschoolers to do on their own, they really enjoyed the opportunity. 12 participants.

Emily, Fran and Holly hosted February **LINK**. 3 sessions, 88 participants. Kudos to Fran and Holly who swapped LINKs when Fran was going to be delayed due to the snowstorm.

Bethany hosted **WHS Book Club** with Jacy, at WHS. This month saw a total of 10 attendees.

Rebecca attended **PTA Council**.

Porter Express Stats, handled by Rachel, Jamie, and Bethany:

- 25 deliveries of 283 items + 10 book bins

- 27 pick ups + 10 book bins

Other Partnerships

Star Center Foundation

We tried a new date and time for the Hear Me Roar: Storytime with Strength to be after school and for a wider range of children PreK – 2nd grade. While it did not get more attendance as we had hoped, it got about the same and therefore was successful. Jamie, 9 participants.

Literacy Initiatives

100 Books to Graduation

- 9 completions
- 126 registrants

Genre Challenge

- 32 completions
- 264 registrants

Reading is Elementary

- 2 new registrants via Beanstack
- 10 children received a milestone sticker reward (264 total)
- 1 child received Mini Zara or Backpack AND a book (27 total)
- 2 children earned a WPPL Lanyard (54 total)
- 238 total registrations

Little Sprouts (previously known as Myrna Chelko Early Literacy Initiative)

- 0 new registrants via Beanstack
- 1 new completion (65 total)
- 447 total registrations

1000 Books Before Kindergarten

- 6 new registrants via Beanstack
- 10 children received (a) milestone rewards.
- 0 new completions
- 999 total registrations

ArtWalk

ArtWalk was changed for winter display an activity path with dinosaurs as the theme.

Displays

- Coloring Page Maintenance (Fran et. al.)
- Communico Maintenance (Rachel, Bethany, Natalie, Rebecca)
- Created March Calendar (Cat)
- Displays filled (all)
- Displays this month included but not limited to: Valentine's Day; Olympic Sports; Arts and Crafts; Black History Month; Ramadan; Fun Facts; Sports; Biographies; Roses are Red
- Flyers created and rotated (all)
- Kindergarten Literacy Packet (Rachel, Jamie) 200 packets taken

- Outreach Adapted Storytime Newsletter (Natalie)
- Preschool Storytime Newsletter (Jamie)
- Scavenger Hunt (Birds – Fran) 131 participants
- Skills Packet Grades 3-5 (Rachel) 90 packets taken
- Skills Packet Grades K-2 (Rachel) 90 packets taken
- Storytime Round Up Newsletter (Jamie with submissions from all storytimers) 20 taken
- Updated early literacy activities for Storywalk (Jamie)

Programs Team

Final stats of the **Winter Reading Challenge** are below. The team did a great job handling all the questions, support, and prize handling for patrons!

	Registered	Completed (read 22 days)	Percent Complete
Baby / Toddler / Preschool	62	25	40.32
K-6	101	50	49.5
7-12	13	8	61.5
Adult	175	94	53.7
Total	351	177	50.4

Prizes for completing are as follows:

- Baby/Toddler/Preschool: animal vehicle toy and Raising Cane’s kids combo meal
- K-6: snowflake fidget keychain and Raising Cane’s kids combo meal
- 7- adult: notebook and pen

The team is also planning for upcoming events including Big Read, National Library Week and Free Comic Book Day with many members of the team working on purchasing supplies, getting behind the scenes work done, booking programs etc.

Monthly Activity Highlights

Participated in Interviews for the Deputy Fiscal Officer position on 2/19.

Led the Quality Council meeting on 2/19.

Met with Andrew and Shelly on 2/24, 3/3.

Profile initial onboarding to Beth and Heather on 2/25.

Met with Katie and Victoria on 2/26.

Participated in interviews for the Adult Services Association position on 3/3 and 3/4.

Reviewed benefits information with Beth and Heather on 3/5.

Met with Beth and Heather on 3/6 to discuss the annual budget process and our current status.

Met individually with Managers during the week of 3/9.

Met with Andrew, Shelly, and Beth on 3/10.

WESTLAKE PORTER PUBLIC LIBRARY
General Fund Financial Summary
As of: February 28, 2026

	<u>Projected</u>	<u>Actual</u>	<u>Difference</u>	<u>Notes</u>
Revenue				
Property Tax	863,093	401,141	(461,952)	timing difference in property tax distribution
PLF	237,437	233,376	(4,061)	
Other	32,983	51,222	18,238	
TOTAL	1,133,514	685,739	(447,775)	
Expenses				
Salaries & Benefits	705,248	606,664	(98,584)	
Supplies	17,008	9,458	(7,550)	
Contracted Services	143,707	164,435	20,728	payment of annual OCLC Cataloging fees paid in January
Library Materials	141,461	87,358	(54,103)	
Capital	21,194	1,990	(19,204)	
Miscellaneous	3,921	1,928	(1,993)	
Other Expenses	111,667	-	(111,667)	
TOTAL	1,144,206	871,833	(272,373)	

WESTLAKE PORTER PUBLIC LIBRARY
YEAR TO DATE BANK REPORT
As of: February 28, 2026

BANK DESCRIPTION	BEGINNING BALANCE	YTD REVENUE	YTD EXPENSE	TRANSFERS IN	TRANSFERS OUT	CURRENT BALANCE
FFL - CREDIT CARD	\$ 929.54	\$ 11,594.56	\$ 483.24	\$ -	\$ 10,000.00	\$ 2,040.86
FFL - RETAINAGE (CONSTRUCTI	\$ -	\$ -	\$ -	\$ -		\$ -
FFL - GENERAL CHECKING	\$ 103,110.28	\$ 40,814.65	\$ 921,298.11	\$ 928,058.07		\$ 150,684.89
PETTY CASH & CHANGE	\$ 1,343.50	\$ -	\$ -	\$ -	\$ -	\$ 1,343.50
TOTAL	\$ 105,383.32	\$ 52,409.21	\$ 921,781.35	\$ 928,058.07	\$ 10,000.00	\$ 154,069.25
FFL - MONEY MARKET	\$ 258,257.54	\$ 969.39	\$ -	\$ 1,000,000.00	\$ 918,058.07	\$ 341,168.86
US BANK	\$ 4,655,408.40	\$ 28,961.46	\$ 1,309.12	\$ -	\$ -	\$ 4,683,060.74
STAR PLUS	\$ -					\$ -
STAR OHIO	\$ 1,405,505.98	\$ 642,311.95	\$ 23,141.37	\$ -	\$ 1,000,000.00	\$ 1,024,676.56
TOTAL	\$ 6,319,171.92	\$ 672,242.80	\$ 24,450.49	\$ 1,000,000.00	\$ 1,918,058.07	\$ 6,048,906.16
TOTAL - ALL BANKS	\$ 6,424,555.24	\$ 724,652.01	\$ 946,231.84	\$ 1,928,058.07	\$ 1,928,058.07	\$ 6,202,975.41

WESTLAKE PORTER PUBLIC LIBRARY
STATEMENT OF CASH POSITION
As of: February 28, 2026

FUND DESCRIPTION	BEGINNING BALANCE	Y-T-D REVENUE	Y-T-D EXPENSE	UNEXPENDED BALANCE	OUTSTANDING ENCUMBERANCE	ENDING BALANCE
101 GENERAL FUND	\$ 4,631,343	\$ 685,739	\$ 871,833	\$ 4,445,248	\$ 2,200,592	\$ 2,244,656
410 DEVELOPMENT FUND	\$ 56,706	\$ 205	\$ 4,399	\$ 52,512	\$ 22,441	\$ 30,072
420 FRIENDS OF THE LIBRARY	\$ 3,308	\$ 30,000	\$ 8,605	\$ 24,703	\$ 40,360	\$ (15,657)
450 PERMANENT IMPROVEMENT	\$ 1,427,383	\$ 7,072	\$ 10,891	\$ 1,423,565	\$ 169,667	\$ 1,253,898
475 AUTOMATION FUND	\$ 277,626	\$ 1,524	\$ 50,504	\$ 228,645	\$ 98,251	\$ 130,394
703 FRANCIS EGGER TRUST	\$ 28,190	\$ 113	\$ -	\$ 28,303	\$ -	\$ 28,303
TOTAL:	\$ 6,424,555	\$ 724,652	\$ 946,232	\$ 6,202,975	\$ 2,531,310	\$ 3,671,666

WESTLAKE PORTER PUBLIC LIBRARY REVENUE REPORT - GENERAL FUND

As of: February 28, 2026

% through the year.

17%

<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	4,797,845	256,063	401,141	4,396,704	8.4%
Homestead Rollback	380,715	-	-	380,715	0.0%
Subtotal	5,178,560	256,063	401,141	4,777,419	7.7%
PLF	1,424,621	118,495	233,376	1,191,246	16.4%
Grants	1,000	-	-	1,000	0.0%
Patron Fines & Fees	6,600	963	1,959	4,641	29.7%
Interest	100,000	20,381	29,017	70,983	29.0%
Contributions	250	-	805	(555)	322.0%
Refunds/Reimbursements/Misc	90,050	11,457	19,440	70,610	21.6%
Transfers	-	-	-	-	0.0%
TOTAL	\$ 6,801,081	\$ 407,358	\$ 685,739	\$ 6,115,343	10.1%

WESTLAKE PORTER PUBLIC LIBRARY
EXPENSE REPORT - GENERAL FUND
As of: February 28, 2026

% through the year: 17%

<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	3,162,425	228,706	470,329	-	2,692,096	14.9%
OPERS	438,960	47,688	47,688	-	391,272	10.9%
Insurance	621,105	43,879	88,648	493,014	532,457	14.3%
Other Employee Benefits	9,000	-	-	9,000	9,000	0.0%
Subtotal	4,231,490	320,273	606,664	502,014	3,624,826	14.3%
<u>Supplies</u>						
Administrative Supplies	62,727	6,408	7,809	54,918	54,918	12.4%
Maintenance Supplies	35,323	1,070	1,522	33,801	33,801	4.3%
Vehicle Fuel & Supplies	4,000	127	127	3,873	3,873	3.2%
Subtotal	102,050	7,605	9,458	92,592	92,592	9.3%
<u>Contracted Services</u>						
Travel & Training	37,091	14	14	37,077	37,077	0.0%
PR/Postage/Phone	110,713	23,282	23,308	87,405	87,405	21.1%
Maintenance	296,600	25,807	32,542	264,058	264,058	11.0%
Insurance	41,000	-	-	41,000	41,000	0.0%
Leases	7,000	-	6,000	1,000	1,000	85.7%
Utilities	170,839	13,748	29,138	141,701	141,701	17.1%
Professional Services	134,499	10,569	34,319	100,180	100,180	25.5%
Library Material Control	51,000	403	39,114	11,886	11,886	76.7%
Interlibrary Delivery Service	13,500	-	-	13,500	13,500	0.0%
Subtotal	862,242	73,822	164,435	697,806	697,806	19.1%
<u>Library Materials</u>						
Books	305,295	14,803	37,765	267,530	267,530	12.4%
Periodicals	20,196	563	724	19,473	19,473	3.6%
Audio/Visual	106,830	4,796	7,208	99,622	99,622	6.7%
Portable Audio	14,214	554	554	13,660	13,660	3.9%
Electronic Data	376,829	18,826	38,424	338,404	338,404	10.2%
Interlibrary Loan Fees	150	-	-	150	150	0.0%
Library Material Repair	22,363	951	2,339	20,024	20,024	10.5%
Library Material, Other	2,891	345	345	2,546	2,546	11.9%
Subtotal	848,767	40,837	87,358	761,409	761,409	10.3%
<u>Capital</u>						
Land Improvements	-	-	-	-	-	0.0%
Building Improvements	7,484	-	-	7,484	7,484	0.0%
Furniture/Hardware/Software	119,679	1,646	1,990	117,689	117,689	1.7%
Subtotal	127,163	1,646	1,990	125,173	125,173	1.6%
<u>Miscellaneous</u>						
Dues/Memberships	20,925	935	1,025	19,900	19,900	4.9%
Special Assessments	2,250	-	903	1,347	1,347	0.0%
Refunds/Reimbursements	350	-	-	350	350	0.0%
Other Misc Expenses	-	-	-	-	-	0.0%
Subtotal	23,525	935	1,928	21,597	21,597	8.2%
<u>Other Expenses</u>						
Contingency Fund	20,000	-	-	-	20,000	0.0%
Transfers	650,000	-	-	-	650,000	0.0%
Subtotal	670,000	-	-	-	670,000	0.0%
Grand Total	\$ 6,865,237	\$ 445,118	\$ 871,833	\$ 2,200,592	\$ 5,993,404	12.7%

**WESTLAKE PORTER PUBLIC LIBRARY
EXPENSE REPORT - OTHER FUNDS**

As of: February 28, 2026

<i>Expenditure Fund/Accounts</i>	<i>Combined Appropriations</i>	<i>Combined Year-to-Date Expenses</i>	<i>Combined Encumbrances</i>	<i>% through the year:</i>	
				<i>Combined Unexpended Balance</i>	<i>% Combined Expended Balance</i>
<u>410 - Development Fund</u>					
Supplies	13,594	-	12,594	13,594	0.00%
Contracted Services	5,750	-	5,750	5,750	0.00%
Library Materials	8,496	4,399	4,097	4,097	51.78%
Capital Outlay	-	-	-	-	0.00%
Miscellaneous	-	-	-	-	0.00%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 27,840	\$ 4,399	\$ 22,441	\$ 23,441	15.80%
<u>420 - Friends of Library Fund</u>					
Supplies	24,490	1,355	23,135	23,135	5.53%
Contracted Services	24,475	7,250	17,225	17,225	29.62%
Library Materials	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	0.00%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 48,965	\$ 8,605	\$ 40,360	\$ 40,360	17.57%
<u>450 - Permanent Imp. Fund</u>					
Contracted Services	-	-	-	-	0.00%
Capital Outlay	180,557	10,891	169,667	169,667	6.03%
Interfund Transfers	-	-	-	-	0.00%
Total	\$ 180,557	\$ 10,891	\$ 169,667	\$ 169,667	6.03%
<u>475 - Automation Fund</u>					
Supplies	-	-	-	-	0.00%
Contracted Services	-	-	-	-	0.00%
Capital Outlay	148,755	50,504	98,251	98,251	33.95%
Total	\$ 148,755	\$ 50,504	\$ 98,251	\$ 98,251	33.95%

Westlake Porter Public Library
Public Library Fund
2022 - 2026

	2022	2023	2024	2025	2026
Original Estimate	1,277,952.48	1,530,593.60	1,445,423.31	1,453,574.23	1,424,621.48
Revised Estimate			1,411,391.00	1,476,248.78	
Actual	1,476,595.82	1,499,516.02	1,414,324.34	1,453,080.21	
Difference	198,643.34	(31,077.58)	(31,098.97)	(494.02)	

Change from previous year:			
2023	2024	2025	2026
Dollar amount change:			
\$ 22,920	\$ (85,192)	\$ 38,756	

Month	2022	2023	2024	2025	2026
Jan	117,102.76	120,175.88	104,198.13	126,996.91	114,880.81 *
Feb	131,419.43	139,969.12	130,863.11	140,607.44	118,494.80
Mar	98,612.84	105,518.63	109,366.22	110,383.43	
Apr	96,222.48	96,910.92	82,756.60	95,266.42	
May	169,367.26	140,652.68	123,957.56	131,826.71	
Jun	129,742.03	141,690.29	132,530.00	143,624.71	
Jul	138,955.50	140,296.37	133,099.48	115,856.15	
Aug	104,169.09	107,297.70	107,552.90	116,942.88	
Sep	127,626.25	135,110.50	130,648.57	118,799.71	
Oct	119,181.99	118,617.65	106,615.33	115,176.43	
Nov	117,142.59	123,511.26	119,302.36	118,799.71	
Dec	127,053.60	129,765.02	133,434.08	118,799.71	
TOTALS	\$ 1,476,595.82	\$ 1,499,516.02	\$ 1,414,324.34	\$ 1,453,080.21	\$ 233,375.61

2023	2024	2025	2026
2.62%	-13.30%	21.9%	-9.5%
6.51%	-6.51%	7.4%	-15.7%
7.00%	3.65%	0.9%	
0.72%	-14.61%	15.1%	
-16.95%	-11.87%	6.3%	
9.21%	-6.47%	8.4%	
0.96%	-5.13%	-13.0%	
3.00%	0.24%	8.7%	
5.86%	-3.30%	-9.1%	
-0.47%	-10.12%	8.0%	
5.44%	-3.41%	-0.4%	
2.13%	2.83%	-11.0%	
1.55%	-5.68%	2.7%	

Difference (2026 vs 2025)
(12,116.10)

*January 2025 PLF distribution includes \$6,400.98 from 2024 Sales Tax Holiday

2026 Year-to-Date Compared to 2025	
2024	267,604.35
2025	233,375.61
\$ Difference	(34,228.74)
% Difference	-12.79%

**Westlake Porter Public Library
Check Register 2/1/26 - 2/28/26**

Payment Date	Check Number	Vendor	Description	Payment Amount
2/5/2026	43413	Patty Crawford	Re-Issue Payment for 0000043313	200.00
2/5/2026	43414	Armor Window Films, Inc	Install Window Film	2,750.00
2/5/2026	43415	Cengage Learning Inc	Adult Books	608.03
2/5/2026	43416	Easton Telecom Services, LLC	Easton Phone Svc 1/10 - 2/9/26	941.85
2/5/2026	43417	Ground Works Land Design, LLC	Snow Removal	6,619.93
2/5/2026	43418	Jennifer L Nebraska	Yoga with Ms. Jen 2/16/26	75.00
2/5/2026	43419	Johnson Controls Security Solutions	Alarm Monitoring 2/1 - 4/30/26	1,014.69
2/5/2026	43420	Kanopy Inc	Kanopy Videos	582.30
2/5/2026	43421	MESSINA FLOOR MAINTENANCE LLC	Carpet Cleaning - Jan 2026	875.00
2/5/2026	43422	North East Fire Protection LLC	Replace Sprinkler Heads - Garage, Test & Replace Sprinkler Heads	7,360.00
2/5/2026	43423	O C L C, INC	Web Dewey 2/1/26 - 1/31/27	402.85
2/5/2026	43424	PLAIN DEALER	Plain Dealer - Jan 2026	175.00
2/5/2026	43425	Rocco Cuffari	Fun Things to do with Chat GPT	100.00
2/5/2026	43426	VEDDA PRINTING	Notes - Feb/Mar 2026	6,125.00
2/5/2026	43427	WORLD BOOK, INC	Juvenile/YA Books	299.00
2/12/2026	43428	Blue Technologies	Blue Tech Copiers 12/22/25 - 1/21/26	1,093.20
2/12/2026	43429	Communico LLC	Communico Base 12/31/25 - 12/30/26	12,500.00
2/12/2026	43430	OhioNet	Wifi Analytics Subscription 2026	511.88
2/12/2026	43431	UNIQUE MANAGEMENT SERVICES INC	Collection Agency & ILS Notices - Jan 2026	550.10
2/12/2026	43432	Talix	Cable Installation in Meeting Rooms	2,303.00
2/12/2026	2026000002	COUNTY AUDITOR	Property Tax Fees	3,062.59
2/17/2026	43433	CAVENDISH SQUARE PUBLISHING LLC	Juvenile/YA Books	186.03
2/17/2026	43434	Cengage Learning Inc	Adult Books	954.50
2/17/2026	43435	Easton Telecom Services, LLC	Easton Phone Svc 2/10 - 3/9/26	941.85
2/17/2026	43436	PBC Guru LLC	Virtual Author Programming 2026	4,500.00
2/17/2026	43437	United States Postal Service	PR Postage Deposit	11,550.00
2/17/2026	43438	Simplified Facilities Group, Inc	Facilities Mgmt Services	1,092.00
2/17/2026	43439	Women in History	Women in History - Julia Child	200.00
2/18/2026	2026000013	AMAZON.COM	Library Materials and Supplies	4,012.37
2/19/2026	43440	Day By Day Project	Silent Disco Initiative	6,300.00
2/19/2026	43441	WHS Demon Drama Club	PR Ad - Demon Drama Club	75.00
2/23/2026	2026000014	PNC BANK N.A.	CC Payment	20,370.58
2/26/2026	2026000015	The Illuminating Company	Electricity 12/2/25-1/1/26 & Lighting 12/27/25 - 1/26/26	7,456.68
2/26/2026	2026000016	Columbia Gas	Natural Gas 12/23/25 - 1/26/26	5,957.69
2/26/2026	2026000017	Stark County Educational Service Center	Medical, Dental & Life Insurance - Feb 2026	40,586.08
2/26/2026	2026000018	City of Cleveland Division of Water	Water Usage 12/18/25 - 1/20/26 & Fireline 1/3 - 2/2/26	333.52
2/26/2026	2026000019	FP Mailing Solutions	Parcel Shipping Funds	400.00
2/26/2026	2026000020	OverDrive, Inc	Adult eBooks & e-Periodicals, Downloadable Video, e-Audio, Juvenile/YA eBooks	8,990.88
2/26/2026	2026000021	MIDWEST TAPE	Downloadable Video	9,253.03
2/26/2026	2026000022	Ingram Book Company	Adult Books, Juvenile/YA Books, Materials Processing	12,581.96
2/28/2026	2026000003	Meeder Investment Management	Investment Management fee	625.00
2/28/2026	2026000004	PayPal	Bank fees	9.37

Westlake Porter Public Library
Check Register 2/1/26 - 2/28/26

Payment Date	Check Number	Vendor	Description	Payment Amount
2/28/2026	2026000004	U S Bank	Trust fees	29.58
2/28/2026	2026000005	Square Inc	Credit card fees	161.66
2/28/2026	2026000006	Nayax Copy Services	Credit card fees - public printing	81.70
2/28/2026	2026000023	PAYCHEX INC	Payroll fees and Onboarding	1,545.98
2/28/2026	2026000024	FIRST FEDERAL OF LAKEWOOD	Bank & Investment Fees	30.00
			TOTAL	186,374.88

Visa Payment Detail
For Check #2026000014 dated 2/23/26

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE NUMBER	PO #	TOTAL VALUE
1/12/2026	T-Mobile USA Inc	T-Mobile Cell Phone 11/29 - 12/28/25	981225743	255083	69.87
1/8/2026	RESTAURANTS	Pizza	Little Caesars	255107	9.98
1/12/2026	T-Mobile USA Inc	Hotspots 11/29 - 12/28/25	981225743	256009	1,176.70
1/31/2026	ACE HARDWARE	Wading Pool	Ace Hardware	263003	17.99
1/25/2026	APPLE STORE	iCloud 200 GB Storage	MQVQDV19S1	263003	2.99
1/12/2026	BJ's	Snacks	BJ's	263003	88.24
1/8/2026	GIANT EAGLE INCORPORATED	Marshmallows	Giant Eagle	263003	2.39
1/27/2026	ORIENTAL TRADING COMPANY	Craft Kits	740991071	263003	52.60
1/29/2026	Sam's Club	Watermelon	Sam's Club	263003	9.96
1/16/2026	WALMART	Drinks	Walmart	263003	28.95
1/20/2026	WALMART	Snacks	Walmart	263025	59.29
1/16/2026	WALMART	Drinks	Walmart	263026	10.44
2/2/2026	BEST BUY	APC Back-UPS Pro	807141494577	264001	210.99
1/17/2026	HARBOR FREIGHT	Wood Dolly (2), Machete	Harbor Freight	265012	32.97
1/7/2026	HOME DEPOT CREDIT SERVICES	Electrical Supplies	Home Depot	265012	322.68
1/15/2026	HOME DEPOT CREDIT SERVICES	Electrical Supplies	Home Depot	265012	24.05
1/17/2026	HOME DEPOT CREDIT SERVICES	Spray Adhesive, Pocket Planer, etc	Home Depot	265012	45.50
1/29/2026	MARS ELECTRIC CO	Electrical Supplies	S005816529	265012	333.55
2/1/2026	STAPLES BUSINESS ADVANTAGE	Hand Soap, Dry-Erase Calendar	7674085302	265013	35.06
1/26/2026	GAS STATIONS	Gasoline for Gator	Speedway	265014	9.57
1/29/2026	GAS STATIONS	Gasoline	Pilot	265014	51.58
1/15/2026	Sgt Clean Car Wash	Monthly Car Wash Fee	20250115	265014	33.00
1/16/2026	Sgt Clean Car Wash	Monthly Car Wash Fee	20250116	265014	33.00
1/6/2026	ABC Equipment Rental & Sales	Manlift Rental	334135-2	265015	1,235.00
1/30/2026	Bugs Bee Gone Exterminating	Exterminator Service	14044	265015	355.00
1/19/2026	RUMPKE	Waste & Recycling - Jan 2026	1734328	265015	383.65
2/3/2026	Hasco Graphics, Inc	Canvas, SL Paper, Wiper	INV6011	265018	564.73
1/15/2026	USCutter, Inc	Roland True VIS Ink Pouches	645751	265018	1,341.00
1/30/2026	USCutter, Inc	Heat Transfer Vinyl, Coffee Mugs, Cleaning Liquid	648933	265018	208.97
1/22/2026	AMERICAN LIBRARY ASSOCIATION	NLW Bookmarks	20260122	265030	51.39
1/30/2026	BookPage	Bookpage 2/2026 - 1/2027	S87622	265031	3,060.00
2/3/2026	BUREAU OF WORKERS COMPENSATION	BWC True-Up Payment	1023857071	265033	175.80
1/31/2026	STAPLES BUSINESS ADVANTAGE	Toner	7673952518	265043	613.50

Visa Payment Detail
For Check #2026000014 dated 2/23/26

INVOICE DATE	PAY TO NAME	DESCRIPTION	INVOICE NUMBER	PO #	TOTAL VALUE
2/3/2026	Integrated Precision Systems Inc	IPS Service - Labor	36356	265044	126.50
1/14/2026	Adobe Inc	Creative Cloud 1/14 - 2/13/26	3336494983	265047	647.55
1/16/2026	CLEVERBRIDGE INC	CorelDraw Graphics Suite	BKD-73656624327	265047	549.90
1/14/2026	Aatrix Software, Inc.	1099-NEC Filing	20260114	265060	48.45
1/13/2026	Nayax Copy Services	Test YS Print Release Station	20250113	265060	0.10
1/20/2026	PAYCHEX INC	Paychex Onboarding Monthly Fee	13346334	265060	100.00
1/19/2026	AMERICAN LIBRARY ASSOCIATION	Mangels - ALA/PLA Membership 2026	4267791	265080	215.00
1/6/2026	Koha-US	Halvorsen - Koha Membership 2026	2026-Memb-007	265080	150.00
1/7/2026	OHIO LIBRARY COUNCIL	Turner - OLC Dues 2026	77416	265080	90.00
1/12/2026	OHIO LIBRARY COUNCIL	Halvorsen - OLC Dues 2026	76474	265080	90.00
1/12/2026	OHIO LIBRARY COUNCIL	Statler - OLC Dues 2026	77325	265080	90.00
1/14/2026	OHIO LIBRARY COUNCIL	Lynce - OLC Dues 2026	76751	265080	150.00
1/14/2026	OHIO LIBRARY COUNCIL	Mangels - OLC Dues 2026	76759	265080	150.00
1/12/2026	BayScan Technologies	RFID Tags, Spine Labels	81961	265081	2,188.50
2/3/2026	BayScan Technologies	Spine Labels	82124	265081	260.00
1/10/2026	BRODART COMPANY	Laminate	669469	265081	273.54
2/2/2026	Demco Inc	Labels, Tape, Binding Adhesive, etc	7758312	265081	579.13
1/17/2026	Breezeline	Breezeline Phone Service 1/26 - 2/25/26	0060250	265083	67.06
1/16/2026	Bloomberg	Bloomberg 1/16/26 - 1/16/27	INV19344793	266004	329.00
1/13/2026	Sky & Telescope Magazine	Sky & Telescope thru 4/1/27	20260113	266004	59.46
1/22/2026	MIDWEST TAPE	Audiobooks	20260122	266006	88.98
1/30/2026	Playaway Products LLC	Audiobooks	524043	266006	892.86
1/8/2026	MIDWEST TAPE	Music CDs	20260108	266007	17.99
1/22/2026	MIDWEST TAPE	Music CDs	20260122	266007	35.23
1/8/2026	MIDWEST TAPE	DVDs	20260108	266008	511.99
1/22/2026	MIDWEST TAPE	DVDs	20260122	266008	977.49
1/29/2026	MIDWEST TAPE	DVDs	20260129	266008	477.79
1/7/2026	Playaway Products LLC	Playaways/Launchpads	521414	266010	207.97
1/23/2026	Playaway Products LLC	Playaways/Launchpads	523303	266010	224.22
1/30/2026	Playaway Products LLC	Playaways/Launchpads	524042	266010	121.48
				TOTAL	20,370.58

Westlake Porter Public Library

Investment Report

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As of February 27, 2026



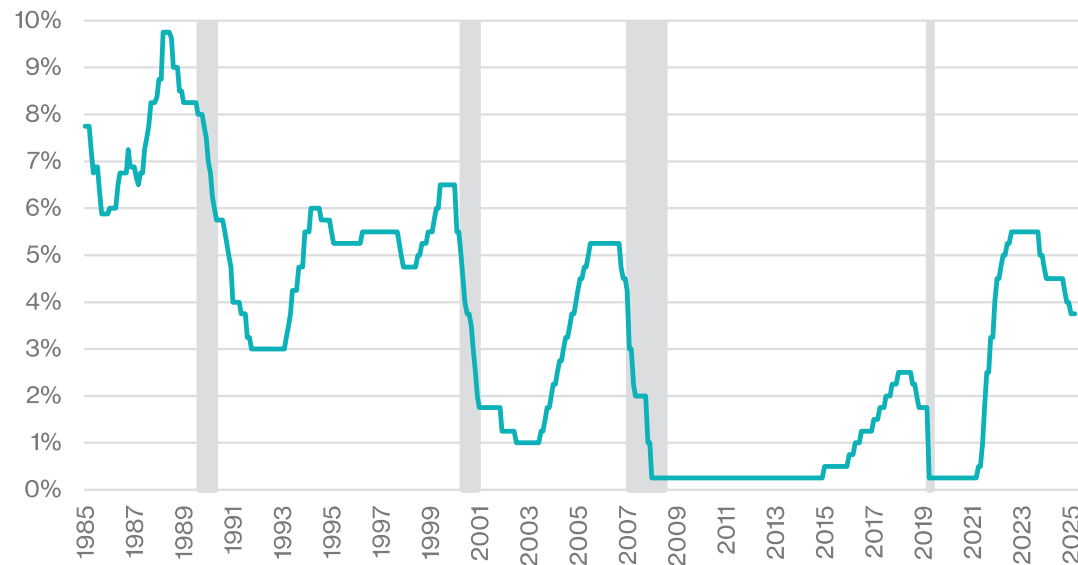
OBSERVATIONS AND EXPECTATIONS

- Interest rates were generally lower for February, partly due to geopolitical uncertainty
- The Fed Funds futures market is projecting the next .25% cut in July 2026
- Economic growth slowed in the fourth quarter of 2025 and should rebound in Q1 2026
- Labor market data continue to show there's not much hiring or firing taking place
- The Fed's preferred inflation metric moved up to 3%, above the Fed's 2% target

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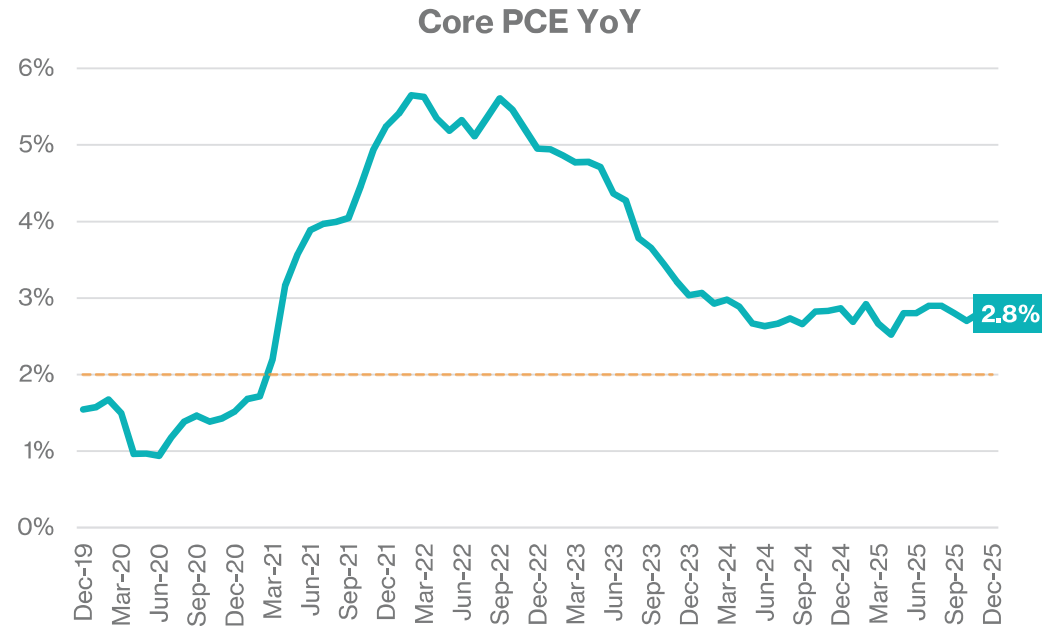
- The Federal Reserve's last rate cut was Dec 2025.
- The futures market data are projecting about two .25% cuts later this year.

Fed Funds History

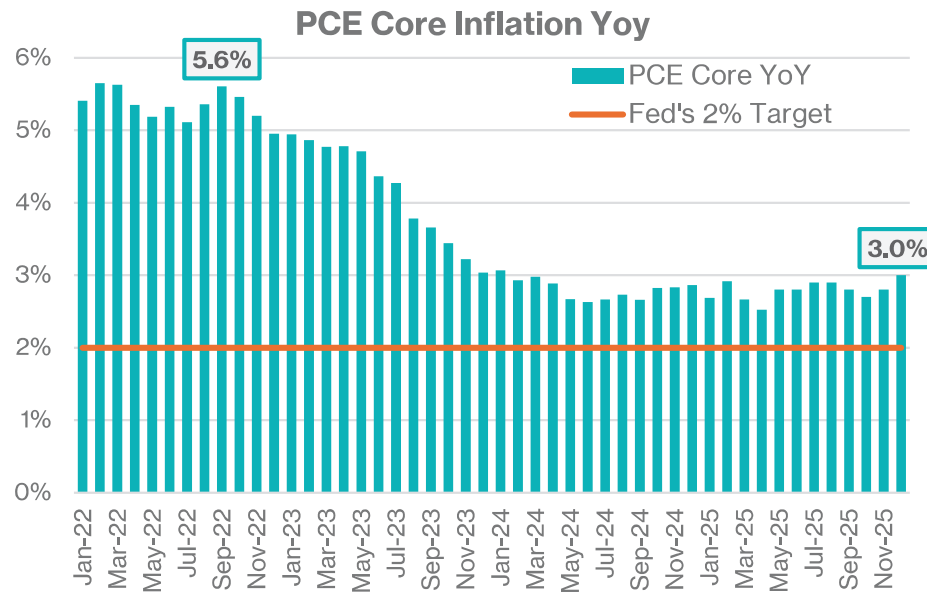


SOURCE: BLOOMBERG, FED'S UPPER RATE, SHADED AREAS ARE RECESSIONS

- Weekly unemployment claims remain near historically low levels.
- The unemployment rate also remains low.
- However, monthly average job growth has slowed.
-



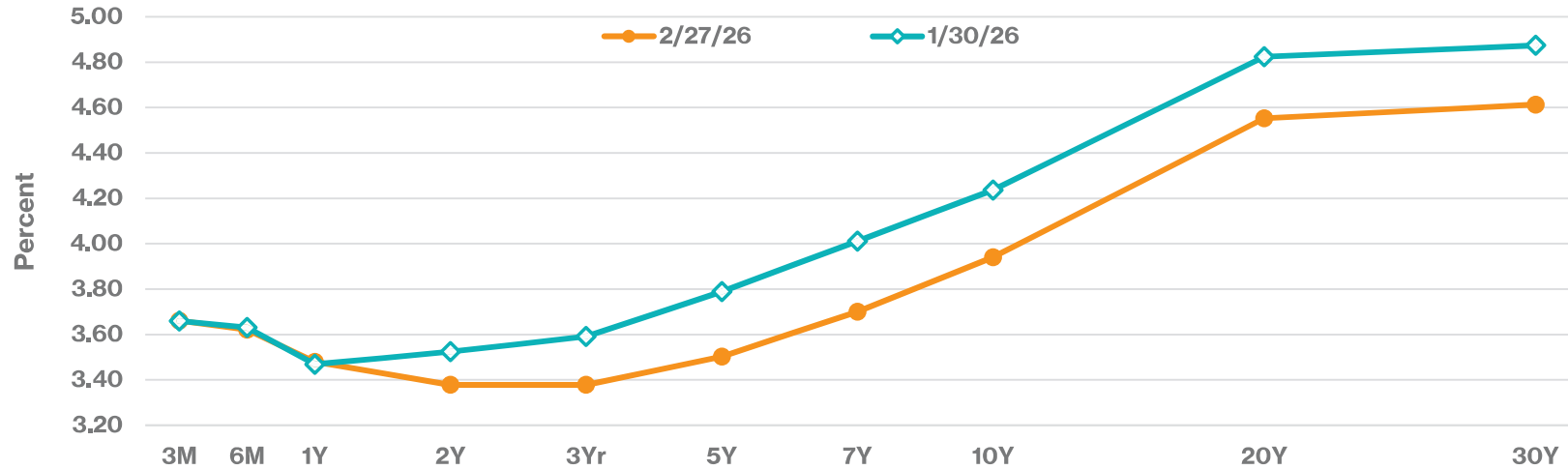
SOURCE: BLOOMBERG, Y-AXIS CUT OFF DUE TO COVID EXTREMES



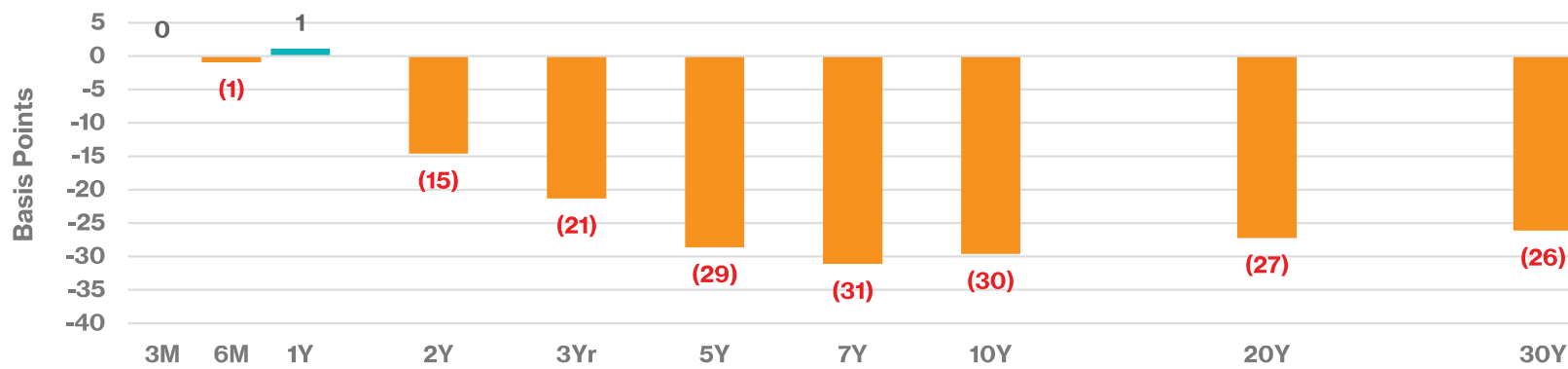
- Core Personal Consumption Expenditure YoY is the Fed's preferred inflation gauge.
- Core excludes food and energy components.
- Core PCE YoY is currently at 3.0%, not at the Fed's 2% target, but far below the 5.6% peak in 2022.
- Economists surveyed by Bloomberg expect PCE Core YoY to remain above the Fed's target for at least the next two years.

SOURCE: BLOOMBERG

U.S. Treasury Yield Curve Change



Basis Point Change



Contents

Portfolio Summary	6
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Contribution/Withdrawals and Expenses	13
Projected Income	14

Portfolio Summary

3.69

Weighted Average Yield to Maturity

2.51

Weighted Average Maturity (Years)

2.33

Portfolio Effective Duration (Years)

2.51

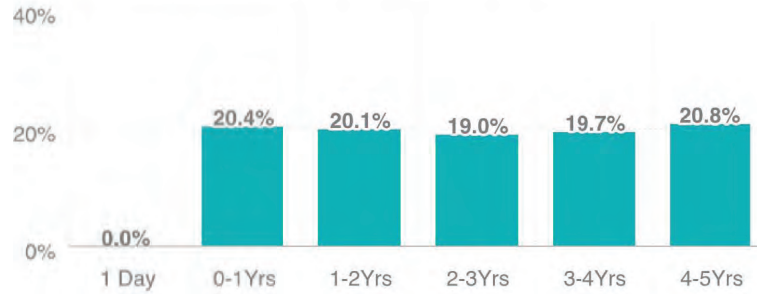
Weighted Average Life (Years)

AA+

Average Credit Rating

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Maturity Distribution

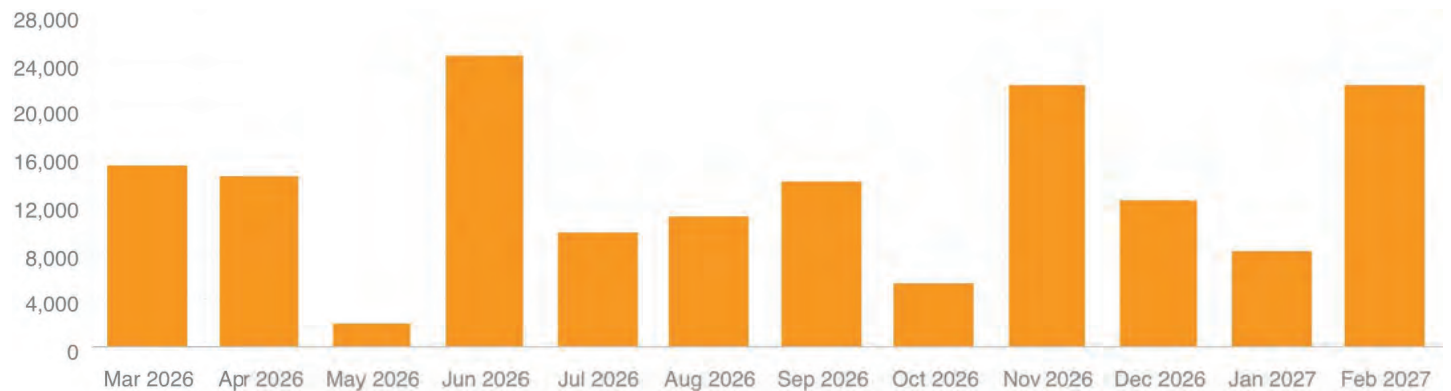


Sector Allocation



U.S. Treasuries	59.74%
U.S. Agencies	31.56%
Negotiable CD's	8.68%
Money Market Funds	0.02%

Projected Monthly Income Schedule



MEEDER
PUBLIC FUNDS

Custodial Reconciliation

	CURRENT MONTH
Beginning	4,660,183.27
Contributions/Withdrawals	0.00
Management Fees	(625.00)
Custodian Fees	(29.58)
Realized Gains Losses	5,192.79
Purchased Interest	(1,852.57)
Interest Received	20,191.83
ENDING	4,683,060.74



Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
WESTLAKE PORTER PUBLIC LIBRARY												
LGIP												
139999999	STAR Ohio	02/27/2026 02/27/2026	1,024,676.56	1,024,676.56 0.00	1,024,676.56	3.79		1	1.00 1,024,676.56	0.00 1,024,676.56	17.68	AAA
LGIP TOTAL			1,024,676.56	1,024,676.56 0.00	1,024,676.56	3.79		1	1.00 1,024,676.56	0.00 1,024,676.56	17.68	AAA
MONEY MARKET FUNDS												
31846V567	FIRST AMER:GVT OBLG;Z	02/27/2026 02/27/2026	1,131.30	1,131.30 0.00	1,131.30	3.57		1	1.00 1,131.30	0.00 1,131.30	0.02	Aaa AAA
MONEY MARKET FUNDS TOTAL			1,131.30	1,131.30 0.00	1,131.30	3.57		1	1.00 1,131.30	0.00 1,131.30	0.02	AAA
U.S. TREASURIES												
912828R36	US TREASURY 1.625 05/15/26	01/11/2022 01/12/2022	55,000.00	55,378.13 0.00	55,378.13	1.46	05/15/2026	77	99.57 54,765.82	(612.31) 55,378.13	0.94	Aa1 AA+
91282CCJ8	US TREASURY 0.875 06/30/26	06/29/2021 06/30/2021	75,000.00	74,912.11 0.00	74,912.11	0.90	06/30/2026	123	99.07 74,305.66	(606.45) 74,912.11	1.28	Aa1 AA+
91282CCP4	US TREASURY 0.625 07/31/26	08/25/2021 08/26/2021	75,000.00	74,305.66 0.00	74,305.66	0.82	07/31/2026	154	98.76 74,068.36	(237.30) 74,305.66	1.28	Aa1 AA+
91282CCW9	US TREASURY 0.750 08/31/26	08/26/2021 08/31/2021	75,000.00	74,660.16 0.00	74,660.16	0.84	08/31/2026	185	98.58 73,933.59	(726.57) 74,660.16	1.28	Aa1 AA+
912828YG9	US TREASURY 1.625 09/30/26	01/11/2022 01/12/2022	55,000.00	55,345.90 0.00	55,345.90	1.49	09/30/2026	215	98.84 54,364.06	(981.84) 55,345.90	0.94	Aa1 AA+
91282CDG3	US TREASURY 1.125 10/31/26	01/10/2022 01/11/2022	55,000.00	53,990.23 0.00	53,990.23	1.52	10/31/2026	246	98.35 54,093.36	103.13 53,990.23	0.93	Aa1 AA+
91282CLY5	US TREASURY 4.250 11/30/26	10/03/2025 10/06/2025	100,000.00	100,656.25 0.00	100,656.25	3.66	11/30/2026	276	100.47 100,472.66	(183.59) 100,656.25	1.73	Aa1 AA+
91282CDQ1	US TREASURY 1.250 12/31/26	01/07/2022 01/10/2022	55,000.00	54,355.47 0.00	54,355.47	1.50	12/31/2026	307	98.13 53,968.75	(386.72) 54,355.47	0.93	Aa1 AA+
912828Z78	US TREASURY 1.500 01/31/27	07/12/2023 07/13/2023	70,000.00	63,639.84 0.00	63,639.84	4.29	01/31/2027	338	98.16 68,714.84	5,075.00 63,639.84	1.19	Aa1 AA+
91282CEF4	US TREASURY 2.500 03/31/27	06/27/2023 06/28/2023	60,000.00	56,432.81 0.00	56,432.81	4.23	03/31/2027	397	98.94 59,364.84	2,932.03 56,432.81	1.02	Aa1 AA+
91282CET4	US TREASURY 2.625 05/31/27	07/13/2023 07/14/2023	70,000.00	66,303.13 0.00	66,303.13	4.11	05/31/2027	458	98.95 69,264.45	2,961.32 66,303.13	1.20	Aa1 AA+
91282CEW7	US TREASURY 3.250 06/30/27	06/29/2023 06/30/2023	60,000.00	57,707.81 0.00	57,707.81	4.30	06/30/2027	488	99.73 59,835.94	2,128.13 57,707.81	1.03	Aa1 AA+
9128282R0	US TREASURY 2.250 08/15/27	10/31/2022 11/01/2022	75,000.00	68,525.39 0.00	68,525.39	4.26	08/15/2027	534	98.32 73,737.30	5,211.91 68,525.39	1.27	Aa1 AA+
91282CGC9	US TREASURY 3.875 12/31/27	01/20/2023 01/23/2023	90,000.00	91,325.39 0.00	91,325.39	3.55	12/31/2027	672	100.83 90,745.31	(580.08) 91,325.39	1.57	Aa1 AA+

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Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
91282CGH8	US TREASURY 3.500 01/31/28	03/23/2023 03/24/2023	75,000.00	75,038.09 0.00	75,038.09	3.49	01/31/2028	703	100.20 75,146.48	108.39 75,038.09	1.30	Aa1 AA+
91282CHA2	US TREASURY 3.500 04/30/28	07/18/2025 07/21/2025	30,000.00	29,724.61 0.00	29,724.61	3.85	04/30/2028	793	100.22 30,065.63	341.02 29,724.61	0.52	Aa1 AA+
91282CHA2	US TREASURY 3.500 04/30/28	07/28/2023 07/31/2023	55,000.00	53,287.70 0.00	53,287.70	4.23	04/30/2028	793	100.22 55,120.31	1,832.61 53,287.70	0.95	Aa1 AA+
91282CHQ7	US TREASURY 4.125 07/31/28	12/16/2024 12/17/2024	75,000.00	74,698.24 0.00	74,698.24	4.24	07/31/2028	885	101.72 76,289.06	1,590.82 74,698.24	1.32	Aa1 AA+
9128284V9	US TREASURY 2.875 08/15/28	10/06/2023 10/10/2023	70,000.00	64,257.81 0.00	64,257.81	4.79	08/15/2028	900	98.80 69,163.28	4,905.47 64,257.81	1.19	Aa1 AA+
91282CJA0	US TREASURY 4.625 09/30/28	12/16/2024 12/17/2024	75,000.00	75,928.71 0.00	75,928.71	4.27	09/30/2028	946	103.04 77,279.30	1,350.59 75,928.71	1.33	Aa1 AA+
91282CJN2	US TREASURY 4.375 11/30/28	12/16/2024 12/17/2024	75,000.00	75,295.90 0.00	75,295.90	4.27	11/30/2028	1,007	102.55 76,916.02	1,620.12 75,295.90	1.33	Aa1 AA+
91282CJW2	US TREASURY 4.000 01/31/29	02/14/2025 02/18/2025	75,000.00	74,132.81 0.00	74,132.81	4.32	01/31/2029	1,069	101.67 76,253.91	212.10 74,132.81	1.32	Aa1 AA+
9128286B1	US TREASURY 2.625 02/15/29	05/20/2025 05/21/2025	45,000.00	42,866.02 0.00	42,866.02	4.00	02/15/2029	1,084	97.84 44,029.69	1,163.67 42,866.02	0.76	Aa1 AA+
9128286B1	US TREASURY 2.625 02/15/29	08/06/2024 08/07/2024	65,000.00	61,942.97 0.00	61,942.97	3.77	02/15/2029	1,084	97.84 63,598.44	1,655.47 61,942.97	1.10	Aa1 AA+
91282CEM9	US TREASURY 2.875 04/30/29	05/20/2025 05/21/2025	40,000.00	38,345.31 0.00	38,345.31	4.02	04/30/2029	1,158	98.41 39,365.63	1,020.32 38,345.31	0.68	Aa1 AA+
91282CEM9	US TREASURY 2.875 04/30/29	08/06/2024 08/07/2024	65,000.00	62,539.65 0.00	62,539.65	3.75	04/30/2029	1,158	98.41 63,969.14	1,429.49 62,539.65	1.10	Aa1 AA+
91282CES6	US TREASURY 2.750 05/31/29	10/03/2025 10/06/2025	50,000.00	48,480.47 0.00	48,480.47	3.65	05/31/2029	1,189	97.98 48,988.28	507.81 48,480.47	0.85	Aa1 AA+
91282CES6	US TREASURY 2.750 05/31/29	08/06/2024 08/07/2024	70,000.00	66,945.70 0.00	66,945.70	3.75	05/31/2029	1,189	97.98 68,583.59	1,637.89 66,945.70	1.18	Aa1 AA+
91282CLR0	US TREASURY 4.125 10/31/29	12/16/2024 12/17/2024	75,000.00	74,525.39 0.00	74,525.39	4.27	10/31/2029	1,342	102.34 76,751.95	2,226.56 74,525.39	1.32	Aa1 AA+
91282CFY2	US TREASURY 3.875 11/30/29	12/16/2024 12/17/2024	75,000.00	73,678.71 0.00	73,678.71	4.27	11/30/2029	1,372	101.48 76,107.42	2,428.71 73,678.71	1.31	Aa1 AA+
91282CMU2	US TREASURY 4.000 03/31/30	05/22/2025 05/23/2025	105,000.00	104,528.32 0.00	104,528.32	4.10	03/31/2030	1,493	102.01 107,108.20	2,579.88 104,528.32	1.85	Aa1 AA+
91282CMZ1	US TREASURY 3.875 04/30/30	05/22/2025 05/23/2025	105,000.00	103,892.58 0.00	103,892.58	4.11	04/30/2030	1,523	101.54 106,616.02	2,723.44 103,892.58	1.84	Aa1 AA+
91282CNG2	US TREASURY 4.000 05/31/30	05/29/2025 06/02/2025	105,000.00	104,958.98 0.00	104,958.98	4.01	05/31/2030	1,554	102.04 107,141.02	2,182.04 104,958.98	1.85	Aa1 AA+
91282CHJ3	US TREASURY 3.750 06/30/30	10/03/2025 10/06/2025	50,000.00	50,083.98 0.00	50,083.98	3.71	06/30/2030	1,584	101.05 50,523.44	439.46 50,083.98	0.87	Aa1 AA+
91282CHJ3	US TREASURY 3.750 06/30/30	07/18/2025 07/21/2025	60,000.00	59,435.16 0.00	59,435.16	3.96	06/30/2030	1,584	101.05 60,628.13	1,192.97 59,435.16	1.05	Aa1 AA+
91282CHR5	US TREASURY 4.000 07/31/30	09/02/2025 09/03/2025	105,000.00	106,173.05 0.00	106,173.05	3.75	07/31/2030	1,615	102.07 107,173.83	1,000.78 106,173.05	1.85	Aa1 AA+
91282CPA3	US TREASURY 3.625 09/30/30	02/20/2026 02/23/2026	35,000.00	34,976.76 508.89	35,485.65	3.64	09/30/2030	1,676	100.52 35,183.20	206.44 34,976.76	0.61	Aa1 AA+

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CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
91282CPA3	US TREASURY 3.625 09/30/30	12/04/2025 12/05/2025	60,000.00	59,868.75 394.37	60,263.12	3.67	09/30/2030	1,676	100.52 60,314.06	445.31 59,868.75	1.04	Aa1 AA+
91282CPD7	US TREASURY 3.625 10/31/30	02/09/2026 02/10/2026	85,000.00	84,598.24 868.20	85,466.44	3.73	10/31/2030	1,707	100.50 85,425.00	826.76 84,598.24	1.47	Aa1 AA+
91282CPN5	US TREASURY 3.500 11/30/30	12/05/2025 12/08/2025	65,000.00	64,367.77 50.00	64,417.77	3.72	11/30/2030	1,737	99.95 64,969.53	601.76 64,367.77	1.12	Aa1 AA+
91282CJQ5	US TREASURY 3.750 12/31/30	02/20/2026 02/23/2026	85,000.00	85,355.27 475.48	85,830.75	3.65	12/31/2030	1,768	101.00 85,850.00	494.73 85,355.27	1.48	Aa1 AA+
U.S. TREASURIES TOTAL			2,845,000.00	2,797,465.23 2,296.94	2,799,762.17	3.55		979	100.21 2,850,195.52	52,730.29 2,797,465.23	49.18	AA+
U.S. AGENCIES												
3133EPWD3	FED FARM CR BNKS 4.875 04/20/26	10/16/2023 10/17/2023	65,000.00	64,743.25 0.00	64,743.25	5.04	04/20/2026	52	100.15 65,100.10	356.85 64,743.25	1.12	Aa1 AA+
3130APB87	FHLBANKS 1.100 10/13/26 '25	10/14/2021 10/15/2021	100,000.00	99,730.00 0.00	99,730.00	1.16	10/13/2026	228	98.37 98,369.00	(1,361.00) 99,730.00	1.70	Aa1 AA+
880591EU2	TVA 2.875 02/01/27	10/27/2023 10/30/2023	75,000.00	70,330.88 0.00	70,330.88	4.97	02/01/2027	339	99.38 74,535.75	4,204.87 70,330.88	1.29	Aa1 AA+
31424WAF9	FARMER MAC 4.875 04/01/27 MTN	10/27/2023 10/30/2023	75,000.00	74,767.50 0.00	74,767.50	4.97	04/01/2027	398	101.21 75,907.50	1,140.00 74,767.50	1.31	NA NA
31422XA69	FARMER MAC 3.340 07/01/27 MTN	09/12/2023 09/13/2023	100,000.00	95,298.00 0.00	95,298.00	4.67	07/01/2027	489	99.60 99,596.00	4,298.00 95,298.00	1.72	NA NA
3130ATHW0	FHLBANKS 4.125 09/10/27	10/31/2022 11/01/2022	75,000.00	74,419.28 0.00	74,419.28	4.30	09/10/2027	560	100.99 75,741.00	1,321.72 74,419.28	1.31	Aa1 AA+
3133ENW63	FED FARM CR BNKS 4.375 10/27/27	10/31/2022 11/01/2022	75,000.00	75,218.25 0.00	75,218.25	4.31	10/27/2027	607	101.38 76,033.50	815.25 75,218.25	1.31	Aa1 AA+
3130APTR6	FHLBANKS 1.320 11/23/27 '25	03/31/2023 03/31/2023	65,000.00	57,535.40 0.00	57,535.40	4.06	11/23/2027	634	96.26 62,565.75	5,030.35 57,535.40	1.08	Aa1 AA+
3133EN3H1	FEDERAL FARM 4.000 11/29/27	11/22/2022 11/29/2022	65,000.00	64,779.00 0.00	64,779.00	4.08	11/29/2027	640	100.87 65,562.25	783.25 64,779.00	1.13	Aa1 AA+
880591EZ1	TVA 3.875 03/15/28	03/28/2023 03/30/2023	70,000.00	69,736.10 0.00	69,736.10	3.96	03/15/2028	747	100.83 70,582.40	846.30 69,736.10	1.22	Aa1 AA+
3133EPLD5	FED FARM CR BNKS 3.875 05/30/28	12/16/2024 12/17/2024	75,000.00	74,054.77 0.00	74,054.77	4.27	05/30/2028	823	100.87 75,651.00	1,596.23 74,054.77	1.31	Aa1 AA+
3130AWMN7	FHLBANKS 4.375 06/09/28	07/28/2023 07/31/2023	55,000.00	55,144.65 0.00	55,144.65	4.31	06/09/2028	833	102.02 56,109.90	965.25 55,144.65	0.97	Aa1 AA+
3133EHU50	FED FARM CR BNKS 2.820 12/20/28	08/06/2024 08/07/2024	69,000.00	66,209.98 0.00	66,209.98	3.83	12/20/2028	1,027	98.29 67,820.10	1,610.12 66,209.98	1.17	Aa1 AA+
3133EP5U5	FED FARM CR BNKS 4.125 03/20/29	12/16/2024 12/17/2024	60,000.00	59,596.80 0.00	59,596.80	4.30	03/20/2029	1,117	101.84 61,101.00	1,504.20 59,596.80	1.05	Aa1 AA+
3130AGDY8	FHLBANKS 2.750 06/08/29	08/06/2024 08/07/2024	65,000.00	62,004.08 0.00	62,004.08	3.80	06/08/2029	1,197	97.76 63,541.40	1,537.32 62,004.08	1.10	Aa1 AA+
3133EPPF6	FED FARM CR BNKS 4.125 07/05/29	12/16/2024 12/17/2024	75,000.00	74,524.56 0.00	74,524.56	4.28	07/05/2029	1,224	101.97 76,476.75	1,952.19 74,524.56	1.32	Aa1 AA+
3133ERN1	FED FARM CR BNKS 4.125 08/01/29	08/06/2024 08/07/2024	65,000.00	66,094.60 0.00	66,094.60	3.75	08/01/2029	1,251	102.03 66,318.20	223.60 66,094.60	1.14	Aa1 AA+

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CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
3133ERSP7	FED FARM CR BNKS 3.500 09/10/29	12/16/2024 12/17/2024	75,000.00	72,494.63 0.00	72,494.63	4.29	09/10/2029	1,291	99.99 74,989.50	2,494.87 72,494.63	1.29	Aa1 AA+
3130ATUT2	FHLBANKS 4.500 12/14/29	12/16/2024 12/17/2024	75,000.00	75,716.63 0.00	75,716.63	4.29	12/14/2029	1,386	103.40 77,551.50	1,834.87 75,716.63	1.34	Aa1 AA+
3133ENMT4	FED FARM CR BNKS 2.050 02/01/30 '25	02/25/2025 02/26/2025	75,000.00	67,697.25 0.00	67,697.25	4.26	02/01/2030	1,435	94.02 70,512.75	2,815.50 67,697.25	1.22	Aa1 AA+
880591FE7	TVA 3.875 08/01/30	08/05/2025 08/08/2025	21,000.00	20,983.20 0.00	20,983.20	3.89	08/01/2030	1,616	101.28 21,269.01	285.81 20,983.20	0.37	Aa1 AA+
880591FE7	TVA 3.875 08/01/30	08/05/2025 08/08/2025	30,000.00	29,877.90 0.00	29,877.90	3.97	08/01/2030	1,616	101.28 30,384.30	506.40 29,877.90	0.52	Aa1 AA+
U.S. AGENCIES TOTAL			1,505,000.00	1,470,956.71 0.00	1,470,956.71	4.10		824	100.09 1,505,718.66	34,761.95 1,470,956.71	25.98	AA+
NEGOTIABLE CD'S												
066519QK8	BANKUNIT 0.650 03/05/26 '24	02/22/2021 03/05/2021	125,000.00	124,375.00 0.00	124,375.00	0.75	03/05/2026	6	100.00 125,000.00	625.00 124,375.00	2.16	NA NA
178180HL2	CITY NATIONAL BK 3.850 02/14/28	02/03/2026 02/13/2026	75,000.00	74,868.75 0.00	74,868.75	3.94	02/14/2028	717	99.83 74,871.44	2.69 74,868.75	1.29	NA NA
84287PJB9	SOUTHERN FIR BK 4.850 10/17/28	10/05/2023 10/17/2023	70,000.00	69,685.00 0.00	69,685.00	4.95	10/17/2028	963	99.76 69,834.14	149.14 69,685.00	1.20	NA NA
90355GJ56	UBS USA 3.950 02/19/30	02/12/2026 02/18/2026	75,000.00	74,718.75 0.00	74,718.75	4.05	02/19/2030	1,453	99.63 74,720.67	1.92 74,718.75	1.29	NA NA
795451DY6	SALLIE MAE BNK 4.000 08/06/30	08/12/2025 08/13/2025	70,000.00	69,860.00 0.00	69,860.00	4.04	08/06/2030	1,621	99.82 69,875.32	15.32 69,860.00	1.21	NA NA
NEGOTIABLE CD'S TOTAL			415,000.00	413,507.50 0.00	413,507.50	3.19		829	99.83 414,301.57	794.07 413,507.50	7.15	NA
WESTLAKE PORTER PUBLIC LIBRARY TOTAL			5,790,807.86	5,707,737.30 2,296.94	5,710,034.24	3.71		755	5,796,023.61	88,286.31 5,707,737.30	100.00	AA+
GRAND TOTAL			5,790,807.86	5,707,737.30 2,296.94	5,710,034.24	3.71		755	5,796,023.61	88,286.31 5,707,737.30	100.00	AA+

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Transaction Statement

WESTLAKE PORTER PUBLIC LIBRARY									
	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	PRINCIPAL COST	PURCHASED INTEREST	TOTAL	PURCHASE YIELD
BUY									
	02/03/2026	02/13/2026	178180HL2	CITY NATIONAL BK 3.850 02/14/28	75,000.00	74,868.75	0.00	(74,868.75)	3.94
	02/09/2026	02/10/2026	91282CPD7	US TREASURY 3.625 10/31/30	85,000.00	84,598.24	868.20	(85,466.44)	3.73
	02/12/2026	02/18/2026	90355GJ56	UBS USA 3.950 02/19/30	75,000.00	74,718.75	0.00	(74,718.75)	4.05
	02/20/2026	02/23/2026	91282CPA3	US TREASURY 3.625 09/30/30	35,000.00	34,976.76	508.89	(35,485.65)	3.64
	02/20/2026	02/23/2026	91282CJQ5	US TREASURY 3.750 12/31/30	85,000.00	85,355.27	475.48	(85,830.75)	3.65
BUY TOTAL					355,000.00	354,517.77	1,852.57	(356,370.34)	3.82
	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	BOOK VALUE		TOTAL	NET REALIZED GAIN/LOSS
MATURITY									
	02/15/2026	02/17/2026	91282CGL9	UNITED STATES TREASURY 4.0 02/15/2026	(65,000.00)	63,580.66		65,000.00	1,419.34
MATURITY TOTAL					(65,000.00)	63,580.66		65,000.00	1,419.34
	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	BOOK VALUE		TOTAL	NET REALIZED GAIN/LOSS
SELL									
	02/03/2026	02/04/2026	91282CGP0	US TREASURY 4.000 02/29/28	(75,000.00)	74,399.41		75,606.45	1,207.04
	02/12/2026	02/13/2026	91282CGJ4	US TREASURY 3.500 01/31/30	(75,000.00)	72,187.50		74,753.91	2,566.41
SELL TOTAL					(150,000.00)	146,586.91		150,360.36	3,773.45

Income/Dividend Received

IDENTIFIER	DESCRIPTION	PAYMENT DATE	POST DATE	INTEREST/DIVIDENDS RECEIVED
STAR OHIO				
139999999	STAR Ohio	02/27/2026	02/27/2026	3,392.41
STAR OHIO - TOTAL				3,392.41
IDENTIFIER	DESCRIPTION	PAYMENT DATE	POST DATE	INTEREST/DIVIDENDS RECEIVED
US BANK				
91282CJW2	US TREASURY 4.000 01/31/29	01/31/2026	02/02/2026	1,500.00
31846V567	FIRST AMER:GVT OBLG;Z	01/31/2026	02/02/2026	122.73
91282CHQ7	US TREASURY 4.125 07/31/28	01/31/2026	02/02/2026	1,546.88
912828Z78	US TREASURY 1.500 01/31/27	01/31/2026	02/02/2026	525.00
91282CHR5	US TREASURY 4.000 07/31/30	01/31/2026	02/02/2026	2,100.00
3133ERN1	FED FARM CR BNKS 4.125 08/01/29	02/01/2026	02/02/2026	1,340.63
91282CCP4	US TREASURY 0.625 07/31/26	01/31/2026	02/02/2026	234.38
91282CGH8	US TREASURY 3.500 01/31/28	01/31/2026	02/02/2026	1,312.50
880591EU2	TVA 2.875 02/01/27	02/01/2026	02/02/2026	1,078.13
91282CGJ4	US TREASURY 3.500 01/31/30	01/31/2026	02/02/2026	1,312.50
3133ENMT4	FED FARM CR BNKS 2.050 02/01/30 '25	02/01/2026	02/02/2026	768.75
880591FE7	TVA 3.875 08/01/30	02/01/2026	02/02/2026	949.70
91282CGP0	US TREASURY 4.000 02/29/28	02/03/2026	02/04/2026	1,301.10
795451DY6	SALLIE MAE BNK 4.000 08/06/30	02/06/2026	02/06/2026	1,411.51
91282CGJ4	US TREASURY 3.500 01/31/30	02/12/2026	02/13/2026	94.27
9128284V9	US TREASURY 2.875 08/15/28	02/15/2026	02/17/2026	1,006.25
9128282R0	US TREASURY 2.250 08/15/27	02/15/2026	02/17/2026	843.75
9128286B1	US TREASURY 2.625 02/15/29	02/15/2026	02/17/2026	1,443.75
91282CGL9	UNITED STATES TREASURY 4.0 02/15/2026	02/15/2026	02/17/2026	1,300.00
US BANK - TOTAL				20,191.83
TOTAL				23,584.24

Contribution/Withdrawals and Expenses

	POST DATE	PAR VALUE	TOTAL
WESTLAKE PORTER PUBLIC LIBRARY			
CUSTODY FEE			
	02/25/2026	(29.58)	(29.58)
CUSTODY FEE TOTAL		(29.58)	(29.58)
MANAGEMENT FEE			
	02/25/2026	(625.00)	(625.00)
MANAGEMENT FEE TOTAL		(625.00)	(625.00)

Projected Income

For the Period February 28, 2026 to February 27, 2027

CUSIP	DESCRIPTION	POST DATE	AMOUNT
91282CCW9	US TREASURY 0.750 08/31/26	03/02/2026	281.25
066519QK8	BANKUNIT 0.650 03/05/26'24	03/05/2026	200.34
066519QK8	BANKUNIT 0.650 03/05/26'24	03/05/2026	625.00
3130ATHW0	FHLBANKS 4.125 09/10/27	03/10/2026	1,546.88
3133ERSP7	FED FARM CR BNKS 3.500 09/10/29	03/10/2026	1,312.50
880591EZ1	TVA 3.875 03/15/28	03/16/2026	1,356.25
90355GJ56	UBS USA 3.950 02/19/30	03/18/2026	227.26
3133EP5U5	FED FARM CR BNKS 4.125 03/20/29	03/20/2026	1,237.50
31424WAF9	FARMER MAC 4.875 04/01/27 MTN	03/30/2026	1,828.13
912828YG9	US TREASURY 1.625 09/30/26	03/31/2026	446.88
91282CPA3	US TREASURY 3.625 09/30/30	03/31/2026	1,721.88
91282CMU2	US TREASURY 4.000 03/31/30	03/31/2026	2,100.00
91282CJA0	US TREASURY 4.625 09/30/28	03/31/2026	1,734.38
91282CEF4	US TREASURY 2.500 03/31/27	03/31/2026	750.00
MAR 2026 TOTAL			15,368.23
3130APB87	FHLBANKS 1.100 10/13/26'25	04/13/2026	550.00
84287PJB9	SOUTHERN FIR BK 4.850 10/17/28	04/17/2026	1,692.85
90355GJ56	UBS USA 3.950 02/19/30	04/20/2026	251.61
3133EPWD3	FED FARM CR BNKS 4.875 04/20/26	04/20/2026	256.75
3133EPWD3	FED FARM CR BNKS 4.875 04/20/26	04/20/2026	1,584.38
3133ENW63	FED FARM CR BNKS 4.375 10/27/27	04/27/2026	1,640.63
91282CDG3	US TREASURY 1.125 10/31/26	04/30/2026	309.38
91282CHA2	US TREASURY 3.500 04/30/28	04/30/2026	1,487.50
91282CPD7	US TREASURY 3.625 10/31/30	04/30/2026	1,540.63
91282CEM9	US TREASURY 2.875 04/30/29	04/30/2026	1,509.38
91282CMZ1	US TREASURY 3.875 04/30/30	04/30/2026	2,034.38
91282CLR0	US TREASURY 4.125 10/31/29	04/30/2026	1,546.88
APR 2026 TOTAL			14,404.33

Projected Income

For the Period February 28, 2026 to February 27, 2027

CUSIP	DESCRIPTION	POST DATE	AMOUNT
912828R36	US TREASURY 1.625 05/15/26	05/15/2026	446.88
912828R36	US TREASURY 1.625 05/15/26	05/15/2026	(378.13)
90355GJ56	UBS USA 3.950 02/19/30	05/18/2026	243.49
3130APTR6	FHLBANKS 1.320 11/23/27 '25	05/26/2026	429.00
3133EN3H1	FEDERAL FARM 4.000 11/29/27	05/29/2026	1,300.00
MAY 2026 TOTAL			2,041.24
91282CET4	US TREASURY 2.625 05/31/27	06/01/2026	918.75
91282CES6	US TREASURY 2.750 05/31/29	06/01/2026	1,650.00
3133EPLD5	FED FARM CR BNKS 3.875 05/30/28	06/01/2026	1,453.13
91282CPN5	US TREASURY 3.500 11/30/30	06/01/2026	1,137.50
91282CJN2	US TREASURY 4.375 11/30/28	06/01/2026	1,640.63
91282CFY2	US TREASURY 3.875 11/30/29	06/01/2026	1,453.13
91282CNG2	US TREASURY 4.000 05/31/30	06/01/2026	2,100.00
91282CLY5	US TREASURY 4.250 11/30/26	06/01/2026	2,125.00
3130AGDY8	FHLBANKS 2.750 06/08/29	06/08/2026	893.75
3130AWMN7	FHLBANKS 4.375 06/09/28	06/09/2026	1,203.13
3130ATUT2	FHLBANKS 4.500 12/14/29	06/15/2026	1,687.50
90355GJ56	UBS USA 3.950 02/19/30	06/18/2026	251.61
3133EHU50	FED FARM CR BNKS 2.820 12/20/28	06/22/2026	972.90
91282CJQ5	US TREASURY 3.750 12/31/30	06/30/2026	1,593.75
91282CDQ1	US TREASURY 1.250 12/31/26	06/30/2026	343.75
91282CCJ8	US TREASURY 0.875 06/30/26	06/30/2026	328.13
91282CEW7	US TREASURY 3.250 06/30/27	06/30/2026	975.00
91282CHJ3	US TREASURY 3.750 06/30/30	06/30/2026	2,062.50
91282CCJ8	US TREASURY 0.875 06/30/26	06/30/2026	87.89
91282CGC9	US TREASURY 3.875 12/31/27	06/30/2026	1,743.75
JUN 2026 TOTAL			24,621.77
3133EPPF6	FED FARM CR BNKS 4.125 07/05/29	07/06/2026	1,546.88

Projected Income

For the Period February 28, 2026 to February 27, 2027

CUSIP	DESCRIPTION	POST DATE	AMOUNT
90355GJ56	UBS USA 3,950 02/19/30	07/20/2026	243.49
912828Z78	US TREASURY 1,500 01/31/27	07/31/2026	525.00
91282CGH8	US TREASURY 3,500 01/31/28	07/31/2026	1,312.50
91282CCP4	US TREASURY 0.625 07/31/26	07/31/2026	234.38
91282CCP4	US TREASURY 0.625 07/31/26	07/31/2026	694.34
91282CHQ7	US TREASURY 4.125 07/31/28	07/31/2026	1,546.88
91282CHR5	US TREASURY 4,000 07/31/30	07/31/2026	2,100.00
91282CJW2	US TREASURY 4,000 01/31/29	07/31/2026	1,500.00
JUL 2026 TOTAL			9,703.46
3133ERN1	FED FARM CR BNKS 4,125 08/01/29	08/03/2026	1,340.63
880591FE7	TVA 3,875 08/01/30	08/03/2026	988.13
880591EU2	TVA 2,875 02/01/27	08/03/2026	1,078.13
3133ENMT4	FED FARM CR BNKS 2,050 02/01/30 '25	08/03/2026	768.75
795451DY6	SALLIE MAE BNK 4,000 08/06/30	08/06/2026	1,388.49
178180HL2	CITY NATIONAL BK 3,850 02/14/28	08/13/2026	1,431.88
9128284V9	US TREASURY 2,875 08/15/28	08/17/2026	1,006.25
9128282R0	US TREASURY 2,250 08/15/27	08/17/2026	843.75
9128286B1	US TREASURY 2,625 02/15/29	08/17/2026	1,443.75
90355GJ56	UBS USA 3,950 02/19/30	08/18/2026	251.61
91282CCW9	US TREASURY 0,750 08/31/26	08/31/2026	339.84
91282CCW9	US TREASURY 0,750 08/31/26	08/31/2026	281.25
AUG 2026 TOTAL			11,162.45
3130ATHW0	FHLBANKS 4,125 09/10/27	09/10/2026	1,546.88
3133ERSP7	FED FARM CR BNKS 3,500 09/10/29	09/10/2026	1,312.50
880591EZ1	TVA 3,875 03/15/28	09/15/2026	1,356.25
90355GJ56	UBS USA 3,950 02/19/30	09/18/2026	251.61
3133EP5U5	FED FARM CR BNKS 4,125 03/20/29	09/21/2026	1,237.50
31424WAF9	FARMER MAC 4,875 04/01/27 MTN	09/29/2026	1,828.13

Projected Income

For the Period February 28, 2026 to February 27, 2027

CUSIP	DESCRIPTION	POST DATE	AMOUNT
912828YG9	US TREASURY 1.625 09/30/26	09/30/2026	446.88
91282CPA3	US TREASURY 3.625 09/30/30	09/30/2026	1,721.88
91282CMU2	US TREASURY 4.000 03/31/30	09/30/2026	2,100.00
912828YG9	US TREASURY 1.625 09/30/26	09/30/2026	(345.90)
91282CJA0	US TREASURY 4.625 09/30/28	09/30/2026	1,734.38
91282CEF4	US TREASURY 2.500 03/31/27	09/30/2026	750.00
SEP 2026 TOTAL			13,940.08
3130APB87	FHLBANKS 1.100 10/13/26'25	10/13/2026	550.00
3130APB87	FHLBANKS 1.100 10/13/26'25	10/13/2026	270.00
84287PJB9	SOUTHERN FIR BK 4.850 10/17/28	10/19/2026	1,702.15
90355GJ56	UBS USA 3.950 02/19/30	10/19/2026	243.49
3133ENW63	FED FARM CR BNKS 4.375 10/27/27	10/27/2026	1,640.63
91282CDG3	US TREASURY 1.125 10/31/26	10/31/2026	1,009.77
OCT 2026 TOTAL			5,416.04
91282CDG3	US TREASURY 1.125 10/31/26	11/02/2026	309.38
91282CHA2	US TREASURY 3.500 04/30/28	11/02/2026	1,487.50
91282CPD7	US TREASURY 3.625 10/31/30	11/02/2026	1,540.63
91282CEM9	US TREASURY 2.875 04/30/29	11/02/2026	1,509.38
91282CMZ1	US TREASURY 3.875 04/30/30	11/02/2026	2,034.38
91282CLR0	US TREASURY 4.125 10/31/29	11/02/2026	1,546.88
90355GJ56	UBS USA 3.950 02/19/30	11/18/2026	251.61
3130APTR6	FHLBANKS 1.320 11/23/27 '25	11/23/2026	429.00
91282CFY2	US TREASURY 3.875 11/30/29	11/30/2026	1,453.13
91282CNG2	US TREASURY 4.000 05/31/30	11/30/2026	2,100.00
91282CLY5	US TREASURY 4.250 11/30/26	11/30/2026	2,125.00
91282CET4	US TREASURY 2.625 05/31/27	11/30/2026	918.75
91282CES6	US TREASURY 2.750 05/31/29	11/30/2026	1,650.00
3133EPLD5	FED FARM CR BNKS 3.875 05/30/28	11/30/2026	1,453.13

Projected Income

For the Period February 28, 2026 to February 27, 2027

CUSIP	DESCRIPTION	POST DATE	AMOUNT
91282CPN5	US TREASURY 3,500 11/30/30	11/30/2026	1,137.50
91282CLY5	US TREASURY 4,250 11/30/26	11/30/2026	(656.25)
3133EN3H1	FEDERAL FARM 4.000 11/29/27	11/30/2026	1,300.00
91282CJN2	US TREASURY 4,375 11/30/28	11/30/2026	1,640.63
NOV 2026 TOTAL			22,230.61
3130AGDY8	FHLBANKS 2,750 06/08/29	12/08/2026	893.75
3130AWMN7	FHLBANKS 4,375 06/09/28	12/09/2026	1,203.13
3130ATUT2	FHLBANKS 4,500 12/14/29	12/14/2026	1,687.50
90355GJ56	UBS USA 3,950 02/19/30	12/18/2026	243.49
3133EHU50	FED FARM CR BNKS 2,820 12/20/28	12/21/2026	972.90
91282CEW7	US TREASURY 3,250 06/30/27	12/31/2026	975.00
91282CDQ1	US TREASURY 1,250 12/31/26	12/31/2026	644.53
91282CHJ3	US TREASURY 3,750 06/30/30	12/31/2026	2,062.50
91282CGC9	US TREASURY 3,875 12/31/27	12/31/2026	1,743.75
91282CJQ5	US TREASURY 3,750 12/31/30	12/31/2026	1,593.75
91282CDQ1	US TREASURY 1,250 12/31/26	12/31/2026	343.75
DEC 2026 TOTAL			12,364.05
3133EPPF6	FED FARM CR BNKS 4,125 07/05/29	01/05/2027	1,546.88
90355GJ56	UBS USA 3,950 02/19/30	01/19/2027	251.61
912828Z78	US TREASURY 1,500 01/31/27	01/31/2027	6,360.16
JAN 2027 TOTAL			8,158.64
3133ENMT4	FED FARM CR BNKS 2,050 02/01/30 '25	02/01/2027	768.75
3133ERN1	FED FARM CR BNKS 4,125 08/01/29	02/01/2027	1,340.63
91282CHR5	US TREASURY 4,000 07/31/30	02/01/2027	2,100.00
91282CJW2	US TREASURY 4,000 01/31/29	02/01/2027	1,500.00
880591FE7	TVA 3,875 08/01/30	02/01/2027	988.13
880591EU2	TVA 2,875 02/01/27	02/01/2027	1,078.13
912828Z78	US TREASURY 1,500 01/31/27	02/01/2027	525.00

Projected Income

For the Period February 28, 2026 to February 27, 2027

CUSIP	DESCRIPTION	POST DATE	AMOUNT
91282CGH8	US TREASURY 3.500 01/31/28	02/01/2027	1,312.50
880591EU2	TVA 2.875 02/01/27	02/01/2027	4,669.12
91282CHQ7	US TREASURY 4.125 07/31/28	02/01/2027	1,546.88
795451DY6	SALLIE MAE BNK 4.000 08/06/30	02/08/2027	1,411.51
9128284V9	US TREASURY 2.875 08/15/28	02/16/2027	1,006.25
9128282R0	US TREASURY 2.250 08/15/27	02/16/2027	843.75
9128286B1	US TREASURY 2.625 02/15/29	02/16/2027	1,443.75
178180HL2	CITY NATIONAL BK 3.850 02/14/28	02/16/2027	1,455.62
90355GJ56	UBS USA 3.950 02/19/30	02/18/2027	251.61
FEB 2027 TOTAL			22,241.60
GRAND TOTAL			161,652.51

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Mission Moment

State of the Library – this program is designed to offer an in person account of what has happened and will happen at the library and give the public an opportunity to hear the information and ask questions. Several members of the community attended and heard how we are meeting our mission statement.

Finance/HR

EAC Update

Completed review of the permanent budget

Began the onboarding process for the new Fiscal Officer and Deputy Fiscal Officer

Processed FMLA and Workers Compensation claim

Positions

Resignations – Alex Foley resigned from Building Services, Susan Dorney resigned from the Circulation Department, Julie Hulver resigned from Administration, Elizabeth Bernhofer resigned from the Adult Services Department

New Business

Amend Personnel Policy 7.01 Vacation – there is no change to the actual policy we are simply making it clearer.

Permanent Budget – There were some minor changes from the tax budget particularly in the Permanent Improvement and Development budgets. We also increased the Adult Services Personnel Budget due to possible changes later in the year.

Annual Financial Statement was filed with the Auditors of State. A legal notice was placed in the *Westlife* as required.

Community Group Meetings

Attended Leadership Ohio ceremony announcing 2026 class

Carolyn L. Farrell Foundation

Adoption Network Cleveland

Westlake Bay Village Rotary, including Art Festival planning

Annual State of the Library

Meetings/Training/Programs

Attended online BWC training – Injury Reporting and Investigation

Directors Meeting in Grove City and another in Wadsworth

Managers Meeting – EAC update, Beth and Heather schedule, overtime on timecards, GSM Topics, High Low programs, evaluations

Met with State Librarian to discuss statewide resource sharing

Attended OLC Legislative Day

Friends/Foundation

Foundation – voted to move fund from Cleveland Foundation to Community West and to disperse \$5,000 toward the project to put a lactation station in YS, planning for Art Festival will begin at next meeting

Friends - Friends – Doing very well. They are funding a special project called Disco Memory that Sarah Bebee will use for Dementia related programming.

Safety and Security

Guy assisted a citizen in locating and printing out her property tax bill online.

Reviewed Incident Report writing basics and criteria at QC

Fourteen Incident Reports were written in February.

Five Disruptive Behavior, three Illness/Accident, two banned patron (both same patron), and one Patron Assist/Policy Issue, Harassment, vandalism, and other.

Three took place in the parking lot, three in Adult Services, two in Circ, two in YS, one in Building Service, one in Admin, one in the lobby restroom, and one by phone

Building Services

Lite diffusers were ordered for the recessed lighting over the Circulation desk and surrounding area to mitigate and lessen the harshness of the light. They are expected to be available early February.

The fire alarm main panel and all initiating devices (everything but horns and strobes) were replaced due to a failing obsolete panel and unavailability of parts. As part of this several devices were moved and/or added such as door hold open devices and sequencers. HVAC unit air samplers are still on order and will be installed when available.

Johnson Controls was called to replace a faulty glass breakage sensor in preschool that was causing false alarms.

The ceiling tile replacement project continues and is nearing completion.

All the cabinet locks in the passport office were replaced with an institutional grade lock due to frequent breakage.

Several days of inclement weather were compounded by a salt shortage. Multiple days of communication occurred to ensure minimal standards were met for patron and staff safety.

Exit devices in the meeting room exit were ordered but unable to be installed by the vendor. Research is happening to find suitable replacements.

The restroom in Adult Services was having frequent issues with the flush valve. In repairing, it was found that multiple items had failed and a complete rebuild from the main stop was necessary.

The search for suitable and financially sustainable vendors for custodial products is still happening with over a dozen vendors contacted and doing on site evaluations.

A bookcase was purchased, assembled and installed for CJ's office.

Contact was made with two sprinkler servicing companies to find a cover for sprinkler heads that fall just below the new tile grade

Other Projects/Planning

Update Board manual and board terms

Dispatches From the Field

Patron signed up for a library card today after a close friend told her about our Tuesday book club....."This library is so big compared to mine in Brooklyn. Your LP section is wonderful, and you have such a great collection of books. I will be coming here a lot."

~~~~~

Patron attended Sarah's program, It Came from Ohio, but was not able to fill out the survey after the event. She called to say "What a nice program" it was, and that Sarah did such a good job!

~~~~~

"Rachel Gerig sent the following to Carolyn Fain:

Just wanted to pass on the excitement this book gave a parent today! They were thrilled to see it and said ""it made their entire day"". They grabbed it and read it at a table while their kids played. 😊

Thank you for knowing your audience!

(The book was the Little Golden Book edition of Chappell Roan).

~~~~~

Hijab day/Ramadan presentation was amazing ★★★★★



~~~~~

WESTLAKE PORTER PUBLIC LIBRARY
BOARD OF TRUSTEES

RESOLUTION #7-26

March 18, 2026

RESOLUTION AUTHORIZING SIGNERS ON FINANCIAL ACCOUNTS

moved the adoption of the following resolution:

WHEREAS, the Ohio Revised Code 3375.35 states in part: "Except as provided in section [3375.351](#) of the Revised Code, no moneys credited to a free public library shall be paid out except on a check signed by the fiscal officer of the board having jurisdiction over said moneys and the president, vice-president, or secretary of said board;"

WHEREAS, the Ohio Revised Code 3375.36 gives authority to the board of trustees to appoint an assistant to receive and disburse library funds in the absence of the fiscal officer;

WHEREAS, the Auditor of State's Office has interpreted "free public library district" to include all public libraries;

THEREFORE, BE IT RESOLVED that the Board of Library Trustees of Porter Public Library, Westlake, Cuyahoga County, Ohio, elect Elizabeth Snezek as Fiscal Officer and authorizes the Fiscal Officer to be a signer on all library financial accounts.

seconded the motion. Roll call vote followed.

Golick
Krupka
Nolde
Plantz
Schindler
Sheehe
Perry

WESTLAKE PORTER PUBLIC LIBRARY
2026 Proposed Permanent Budget
Resolution 8-26

Account	Description	2025 Actual	2026 Temporary Budget	2026 Permanent Budget	Difference (2026 Temporary & Permanent)	Difference (2026 Permanent & 2025 Actual)	Notes
REVENUE:							
41200	PROPERTY TAX	5,239,933	5,178,560	5,152,672	(25,888)	(87,261)	Est unchanged collection
42210	PLF	1,453,080	1,424,621	1,424,621	-	(28,459)	Based on July 2025 projection
42400	GRANTS	1,700	1,000	1,000	-	(700)	
43100	FINES & FEES	9,192	6,600	6,600	-	(2,592)	
44100	INTEREST	174,988	100,000	100,000	-	(74,988)	Anticipated slowing of interest rates
46100	CONTRIBUTIONS	100	250	250	-	150	
48000	FEES/MISC	146,008	90,050	90,050	-	(55,958)	*2025 includes \$50k refunds from CBC fees
49000	TRANSFERS	-	-	-	-	-	
	REVENUE	7,025,002	6,801,081	6,775,193	(25,888)	(249,808)	-3.6%
	CARRY FORWARD	3,979,051	4,192,365	4,525,906	333,540		
		11,004,053	10,993,447	11,301,099	307,652	(249,808)	
EXPENSES:							
	SUBTOTAL(PERSONNEL)	3,871,283	4,231,490	4,264,624	33,134	393,341	9.9%
	SUBTOTAL(SUPPLIES)	77,895	97,845	97,845	-	19,950	21.5%
	SUBTOTAL(SERVICES)	786,420	832,055	832,055	-	45,635	5.8%
	SUBTOTAL(MATERIALS)	729,388	780,550	783,050	2,500	53,662	6.9%
	SUBTOTAL (CAPITAL)	93,547	124,335	124,335	-	30,788	29.2%
	SUBTOTAL(OTHER)	921,012	693,525	693,525	-	(227,487)	-24.1%
	TOTAL OPERATING EXPENSES	6,479,545	6,759,800	6,795,434	35,634	315,890	4.7%
	REVENUE LESS EXPENSES	545,457	41,281	(20,241)			
	EST CARRYOVER BALANCE	4,524,508	4,233,647	4,505,665			

WESTLAKE PORTER PUBLIC LIBRARY
2026 Proposed Permanent Budget
Resolution 8-26
Fund 410 - Development

Account	Description	2025 Actual	2026 Temporary Budget	2026 Permanent Budget	Difference (2026 Temporary & Permanent)	Difference (2026 Permanent & 2025 Actual)	Notes
REVENUE:							
410-00-46100	DONATIONS	30,896	25,000	25,000	-	(5,896)	
410-00-49100	TRANSFERS				-	-	
	REVENUE	30,896	25,000	25,000	-	(5,896)	
	CARRY FORWARD	47,804	41,575	55,706			
		78,700	66,575	80,706	-	(5,896)	
EXPENSES:							
410-00-52000	SUPPLIES	8,163	12,494	11,494	(1,000)	3,331	
410-00-53000	CONTRACTED SERVICES	2,430	5,750	5,750	-	3,320	
410-00-54000	MATERIALS	11,450	8,496	8,496	-	(2,955)	
410-00-55000	CAPITAL		100	35,000	34,900	35,000	*CC Correction & Lactation pod
410-00-59000	TRANSFERS	-			-	-	
410-10-52000	SUPPLIES - Christina's Corner	50		300	300	250	*Christina's Corner Correction = 25th anv.
410-10-54000	LIBRARY MATERIALS - CC	-			-	-	
410-10-55000	CAPITAL - Christina's Corner	-			-	-	
	TOTAL EXPENSES	22,093	26,840	61,040	34,200	38,946	
	REVENUE LESS EXPENSES	8,803	(1,840)	(36,040)			
	EST CARRYOVER BALANCE	56,607	39,736	19,667			

WESTLAKE PORTER PUBLIC LIBRARY
2026 Proposed Permanent Budget
Resolution 8-26
Fund 420 - Friends

Account	Description	2025 Actual	2026 Temporary Budget	2026 Permanent Budget	Difference (2026 Temporary & Permanent)	Difference (2026 Permanent & 2025 Actual)	Notes
REVENUE:							
420-00-46100	DONATIONS	28,179	47,945	45,657	(2,288)	17,478	
	REVENUE	28,179	47,945	45,657	(2,288)	17,478	
	CARRY FORWARD	3,221		2,288			
		31,400	47,945	47,945	(2,288)	17,478	
EXPENSES:							
420-00-52000	SUPPLIES	18,224	23,470	23,470	-	5,246	
420-00-53000	CONTRACTED SERVICES	10,051	24,475	24,475	-	14,424	
420-00-54000	MATERIALS					-	
420-00-55000	CAPITAL					-	
420-00-59000	TRANSFER					-	
	TOTAL EXPENSES	28,274	47,945	47,945	-	19,671	
	REVENUE LESS EXPENSES	(95)	-	(2,288)			
	EST CARRYOVER BALANCE	3,126	-	(0)			

WESTLAKE PORTER PUBLIC LIBRARY
2026 Proposed Permanent Budget
Resolution 8-26
Fund 450 - Permanent Improvement

Account	Description	2025 Actual	2026 Temporary Budget	2026 Permanent Budget	Difference (2026 Temporary & Permanent)	Difference (2026 Permanent & 2025 Actual)	Notes
REVENUE:							
450-00-44100	INTEREST	26,746	11,250	11,250	-	(15,496)	
450-00-49100	TRANSFER IN	700,000	600,000	600,000	-	(100,000)	
	REVENUE	726,746	611,250	611,250		(115,496)	
	CARRY FORWARD	1,882,236	1,170,755	1,411,826			
		2,608,982	1,782,005	2,023,076		(115,496)	
EXPENSES:							
450-00-53000	CONTRACTED SERVICES	72,039			-	(72,039)	
450-00-55000	CAPITAL	1,177,809	165,000	193,000	28,000	(984,809)	*Add water line, exterior & lighting repairs
	TOTAL EXPENSES	1,249,848	165,000	193,000	28,000	(1,056,848)	
	REVENUE LESS EXPENSES	(523,103)	446,250	418,250			
	EST CARRYOVER BALANCE	1,359,133	1,617,005	1,830,076			
<u>Projects budgeted for 2026 including the following:</u>							
	HVAC Repairs						
	Retention Basin Rehabilitation/Polinator						
	Concrete Repair/Replacement						
	Overall Building Maint & Repair						
	Portico repair						
	Pavilion Water Line						
	Replacement lighting fixtures						

WESTLAKE PORTER PUBLIC LIBRARY
2026 Proposed Permanent Budget
Resolution 8-26
Fund 475 - Automation

Account	Description	2025 Actual	2026 Temporary Budget	2026 Permanent Budget	Difference (2026 Temporary & Permanent)	Difference (2026 Permanent & 2025 Actual)	Notes
REVENUE:							
475-00-44100	INTEREST	6,440	3,750	3,750	-	(2,690)	
475-00-49910	TRANSFER IN	200,000	50,000	50,000	-	(150,000)	
	REVENUE	206,440	53,750	53,750	-	(152,690)	
	CARRY FORWARD	174,816	162,962	171,492			
		381,256	216,712	225,242	-	(152,690)	
EXPENSES:							
475-00-53000	CONTRACTED SERVICES				-	-	
475-00-55000	CAPITAL	189,439	42,621	42,621	-	(146,818)	see projects listed below
	TOTAL EXPENSES	189,439	42,621	42,621	-	(146,818)	
	REVENUE LESS EXPENSES	17,000	11,129	11,129			
	EST CARRYOVER BALANCE	191,816	174,091	182,621			
<u>Projects budgeted for 2026 including the following:</u>							
	Access Point Replacement						
	Backup system overhaul						
	ILS Enhancements						
	Makerspace equipment						

Personnel Manual Section 7.01 - Vacation

PAYOUT

Upon retirement or termination and only after six months of employment, the Library will pay out unused vacation up to the following maximum amounts:

APPROVED WORK WEEK HOURS	MAXIMUM PAYOUT
20	60 hours
24	72 hours
40	120 hours

Employee must resign in good standing, per section 2.12 Separation From Service, to receive payment of accrued leave.

Vacation time not used when the maximum payout is reached will be lost. Again, this requires the employee to plan wisely, in advance, so that the employee does not lose vacation time at retirement or termination. The Library does not guarantee that the employee will be able to use unused vacation time in the last month of employment. (See section on Scheduling above.)

Board Manual

2.3 MEMBERSHIP

Porter Public Library is organized as a school district library according to the provisions of Ohio Revised Code Section 3375.15. The Library Board of Trustees consists of seven (7) members who are recommended by its Nominating Committee, approved by the Library Board of Trustees, and appointed by the Westlake City Schools Board of Education.

Tenure and Qualifications

Each Library Trustee is appointed to a ~~seven (7)~~ four (4) year term. Appointments are staggered, with terms expiring on a rotating basis. A majority of the Trustees shall be qualified electors of the Westlake City School District, but a minority may be qualified electors of Cuyahoga County who reside outside the school district. No one is eligible for membership on the Library Board of Trustees who is or has been in the year previous to their appointment, a member of the Westlake City Schools Board of Education. No Trustee shall serve more than ~~two~~ three (3) full term appointments.

Thomas A. Fox Distinguished Trustee Award

This award honors past Westlake Porter Public Library Board members for their long term constructive accomplishments toward developing sound library policies and effective service, serving as a liaison between the library and the community, and continually advancing library service on a community, regional, or statewide level.

Nomination:

Nominations are made by a current member of the Board of Trustees. All nominations will be referred to the Planning and Development Committee for consideration and recommendation to the full Board of Trustees.

Award:

The Thomas A. Fox Outstanding Trustee Award will be awarded at the Volunteer Reception hosted by the Library. This award will be given at the discretion of the Board of Trustees rather than annually.

Minimum Criteria:

- Served on the Westlake Porter Public Library Board of Trustees (no minimum length of time)
- Performed beyond the scope of his or her duties
- Must have made substantial contributions in areas such as, but not limited to:
 - Sound fiscal management
 - Promotes and participates in local, regional, and/or state trustee activities
 - Developed cohesiveness (team leader) for his or her board
 - Understands and promotes the goals of the library
- Developed and maintained good relationships with library staff members, library administration and the community he or she serves

Myrna Chelko Award Criteria

- This award is very near and dear to the Library Volunteers and was turned over to the Operations Committee in March, 2005. That Committee (Sharon Didion, Bob Plantz and Karen Alfred) established the criteria for choosing the recipient.
- Years of volunteering
- Projects/areas of volunteering and the depth of the projects
- Total hours given
- Advocacy of the library to the public
- Ability to inspire others
- Creativity and innovation
- The Award is generally presented during a Sunday in National Library Week. Normally, it is a surprise, however if it is determined that the recipient cannot be present at that time, the Board has notified the recipient in advance and a special presentation was scheduled.