

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Finance Committee Meeting
March 10, 2025

Attendance

Members Present: Mr. Cicarella, Dr. Rogen, Ms. Tendulkar
Others Present: Mr. Yépez
Staff Present: Ms. Brodar, Ms. Brown, Ms. Ritchey, Ms. Switzer

Call to Order

Dr. Rogen called the regular meeting of the Shaker Heights Public Library Board of Trustees Finance Committee to order at 6:34 p.m. in the Main Library Ludlow Room.

Roll Call: Mr. Cicarella, Dr. Rogen, Ms. Tendulkar

Minutes

Mr. Cicarella moved, and Ms. Tendulkar seconded the motion to approve the February 10, 2025, Finance Committee minutes.

Roll Call: Ayes: Mr. Cicarella, Dr. Rogen, Ms. Tendulkar

Nays: None. Motion carried.

Fiscal Officer's Report

Financial Statements

Ms. Ritchey reviewed the February 2025 financial statements.

General Fund through February 2025

Total 2025 Operating Revenue	\$ 1,124,144.49
Total 2025 Operating Expenditures	\$ 1,724,507.77

All Funds through February 2025

Beginning Year balance	\$ 12,821,445.19
2025 Receipts	\$ 2,000,637.68
2025 Expenditures	\$ 1,924,680.42
Unexpended Balance	\$ 12,897,402.45
Encumbrances	\$ 1,275,724.92
Unencumbered Balance	\$ 11,621,677.53

Ms. Tendulkar moved, and Mr. Cicarella seconded the motion, and the committee recommended the February 2025 financial statements to the full Board for approval.

Roll Call: Ayes: Mr. Cicarella, Dr. Rogen, Ms. Tendulkar

Nays: None. Motion carried.

Five-year Forecast

Ms. Ritchey reviewed the five-year forecast.

2025 Final Appropriations Budget

Ms. Ritchey presented the 2025 Final Appropriations Budget for review.

**SHAKER HEIGHTS PUBLIC LIBRARY
2025 FINAL APPROPRIATION
GENERAL FUND**

	2024 Final	2025 Temporary Appropriation	2025 March Adjustment	2025 March Appropriation
Revenue				
PLF	1,871,071.07	1,865,307.00	87,686.58	1,952,993.58
Property Taxes	4,409,218.58	4,142,131.00	134,027.00	4,276,158.00
Other Intergovernmental	20,212.26	10,000.00		10,000.00
HERB	401,484.45	390,685.00		390,685.00
Fines and Fees	109,256.47	97,171.00		97,171.00
Interest Earnings	585,580.41	494,500.00		494,500.00
Donations	8,250.00	500.00		500.00
Miscellaneous	8,897.97	4,150.00		4,150.00
Total Revenue	7,413,971.21	7,004,444.00	221,713.58	7,226,157.58
Advance In/Transfer In				
Total Revenue & Transfer In	7,413,971.21	7,004,444.00	221,713.58	7,226,157.58
Expenditures				
Salaries and Benefits	3,640,757.90	4,160,516.00	(67,014.00)	4,093,502.00
Supplies	69,181.69	74,300.00	892.00	75,192.00
Purchased Services	907,752.12	1,266,949.00	(24,083.00)	1,242,866.00
Materials	638,732.08	692,602.00		692,602.00
Capital	7,970.89	16,215.00	370.00	16,585.00
Other	21,516.94	26,390.00	(2,171.00)	24,219.00
Total Expenditures	5,285,911.62	6,236,972.00	(92,006.00)	6,144,966.00
Transfers to Other Special Funds				
Transfers to Capital Funds	325,000.00	300,000.00		300,000.00
Transfers for Main Renovation Repayment	662,800.00	666,200.00		666,200.00
Transfers for Woods Renovation Repayment	204,650.00	195,886.18		195,886.18
Advance Out				
Expenditures & Transfers	6,478,361.62	7,399,058.18	(92,006.00)	7,307,052.18
Surplus/(Deficit)	935,609.59	(394,614.18)	313,719.58	(80,894.60)

**SHAKER HEIGHTS PUBLIC LIBRARY
2025 FINAL APPROPRIATION
SPECIAL FUNDS**

		2024 Final	2025 Temporary Appropriation	2025 March Adjustment	2025 March Appropriation
	Revenue				
	204 - Walter N. Lawson Trust Fund	669.94	400.00		400.00
	205 - Elaine Boots Fisher Trust	54.63	40.00		40.00
	206 - Sheldon Skip Baumel Trust	51.78	35.00		35.00
	207 - Barbara Luton Art Fund	1,398.68	1,000.00		1,000.00
	208 - Bertram Woods Branch Fund	783.93	325.00		325.00
	209 - Marilyn Kammer Fund	142.22	25.00		25.00
	210 - Frances Bellman Fund	157.27	45.00		45.00
	211 - Friends of Shaker Library	2,479.65	28,585.00		28,585.00
	212 - MyCom - OST Grant	-	-		-
	219 - Ruth Levenson Fund	5,819.13	475.00		475.00
	401 - Building & Vehicle Fund	372,279.45	241,000.00		241,000.00
	403 - Technology Fund	125,658.99	129,500.00		129,500.00
	404 - Facility Fund	-	-		-
	405 - Facility Financing Fund	663,024.00	666,205.00		666,205.00
	406 - Bertram Woods Branch Renovation Fund	6,877.38	-		-
	407 - Bertram Woods Branch Note Retirement	204,650.00	195,886.18		195,886.18
Dec 2024 Unencumbered Balance	Total Revenue	1,384,047.05	1,263,521.18	-	1,263,521.18
	Expenditures				
10,280.93	204 - Walter N. Lawson Trust Fund	1,314.26	2,750.00		2,750.00
962.28	205 - Elaine Boots Fisher Trust	286.12	500.00		500.00
999.30	206 - Sheldon Skip Baumel Trust	-	-		-
26,998.51	207 - Barbara Luton Art Fund	-	-		-
9,535.57	208 - Bertram Woods Branch Fund	1,000.00	4,000.00		4,000.00
397.52	209 - Marilyn Kammer Fund	645.86	405.00		405.00
1,401.90	210 - Frances Bellman Fund	1.50	200.00		200.00
4,784.68	211 - Friends of Shaker Library	1,258.00	32,200.00		32,200.00
14,295.24	212 - MyCom - OST Grant	-	-		-
17,206.21	219 - Ruth Levenson Fund	-	105.00		105.00
1,137,568.71	401 - Building & Vehicle Fund	(52,427.28)	480,000.00		480,000.00
715,021.40	403 - Technology Fund	107,250.83	208,622.32	(40,871.00)	167,751.32
-	404 - Facility Fund	-	-		-
429.61	405 - Facility Financing Fund	662,800.00	666,200.00		666,200.00
-	406 - Bertram Woods Branch Renovation Fund	340,596.24	-		-
10,763.82	407 - Bertram Woods Branch Note Retirement	204,650.00	206,650.00		206,650.00
	Total Expenditures	1,267,375.53	1,601,632.32	(40,871.00)	1,560,761.32

Mr. Cicarella moved, and Ms. Tendulkar seconded the motion, and the committee recommended the 2025 final appropriations to the full Board for approval.

Roll Call: Ayes: Mr. Cicarella, Dr. Rogen, Ms. Tendulkar

Nays: None. Motion carried.

New Business

None.

Adjournment

Since there was no further business to discuss, Mr. Cicarella moved, and Ms. Tendulkar seconded a motion to adjourn the Finance Committee meeting at 7:30 p.m. and the committee unanimously agreed. The next Finance Committee meeting of the Shaker

Heights Public Library Board of Trustees will be Monday, April 14, 2025, at 6:30 p.m. in the Bertram Woods Community Room.