



2026 Budget

WORTHINGTON
LIBRARIES



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Worthington Libraries Overview

THE LIBRARY KNOWN as Worthington Libraries is located in the City of Worthington, Ohio, in central Ohio. It serves residents of the Worthington City School District. The Old Worthington Library is located downtown in the City of Worthington; the Northwest Library is located in northwest Columbus, Ohio; and the Worthington Park Library is located in northeast Columbus, Ohio. All three locations are within the Worthington City School District.

Worthington Libraries is organized under Ohio state law as a school district public library. A seven-member board, one member appointed each year by the board of education for a seven-year term, governs the Library. Due to a change in the Ohio Revised Code, effective with board members appointed January 2026, board members will serve a four-year term. Board members are typically involved in the community and have a long history of avid support for public libraries. Board members have various occupations, including attorneys, bankers, educators, business owners and non-profit executives. Together, they apply their knowledge and experience to provide management guidance and oversight to the Library.

Under the provisions of Statement No. 14 of the Governmental Accounting Standards Board, "The Financial Reporting Entity," the Library is considered to be a related organization of the Worthington City School District.

The Director is responsible for the administration of the Library, and the Chief Fiscal Officer oversees the library's financial affairs. The Board of Trustees appointed Lauren Robinson to serve as Director/CEO effective January 3, 2023. Jeremie Stevens was appointed by the Board to serve as the Chief Fiscal Officer effective July 24, 2023.

The taxing authority for the Library is the Board of Education, but the Library operates under a separate budget with funds derived primarily from the Public Library Fund and two local property tax levies totaling 4.8 mills. The Library is fiscally independent of the Worthington City School District Board of Education, although the Board of Education serves in a ministerial capacity as the taxing authority for the Library. The library's Board of Trustees independently determines whether to request approval of a tax levy and the role and purpose(s) of the levy. If a request is approved, the Board of Education must put the levy on the ballot. There is no potential for the Library to provide a financial benefit to or impose a financial burden on the Board of Education.

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Due to a change in the Ohio Revised Code, effective with board members appointed January 2026, board members will serve a four-year term.
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HISTORY OF THE LIBRARY

The roots of Worthington Libraries can be traced to the small New England town of Granby, Connecticut. It was from Granby in 1803 that a group of 100 men, women and children set out to begin a new life in Worthington, Ohio. Among the possessions they brought with them were the books for what they would call the Stanbery Library, a subscription library named for its principal benefactor, Dr. Jonas Stanbery. This library was the first in Franklin County and only the third in the state.

Throughout the next 100 years, library service in Worthington took on many forms - books were kept at the school, the local post office, etc. - but it was inevitably kept alive by groups of local citizens. They believed if a community was to survive and grow, its residents must have a library to provide opportunities for enhanced education and continued learning.

In 1925, the Library was placed under the school board's control, establishing it as a school district public library. This assured the Library of much-needed financial support, but did not provide an actual building to house the collection. This changed in 1927 when Mary Elizabeth Jones Deshler donated money for a library building on the northeast corner of the Village Green, the area set aside by Worthington's founders for the public pursuit of learning and education. Mrs. Deshler dedicated the building to the memory of her grandfather, Worthington founder James Kilbourne.

In 1973, the Library proposed moving less than a mile north on land it had purchased for this possibility. The community was outraged at the prospect of the Library being located anywhere but the Village Green and defeated levy issues to build a new facility in 1973 and 1974. Library staff persevered in their cramped conditions until a solution was found in 1976 when the school board agreed to a property swap with the Library. Groundbreaking for the new facility was held on July 4, 1978, and it was dedicated October 21, 1979. The new library was within sight of the old Village Green location.

Although the community supported the Library through its patronage, it had thus far refused to pay for it with local tax support. This finally changed in 1992 when the community voted to support a 2.2 mill property tax levy to maintain service at Old Worthington Library and fund a new library to provide service to the growing northwest-area population.

The Northwest Library, which opened in 1996, was made possible through a unique partnership agreement with the Columbus Metropolitan Library. The Columbus Metropolitan Library Board of Trustees agreed to buy the land for a future library and hold it until Worthington Libraries passed a levy in 1992. Northwest Library is jointly operated by Worthington Libraries and the Columbus Metropolitan Library. It is managed by Worthington Libraries.

In the early 2000s, the Library was once again faced with an increase in use coupled with a decline in revenue. Thanks to a grassroots campaign led by members of the Friends of Worthington Libraries and the Board of Trustees, the Library was successful in passing a permanent 2.6 mill property tax levy in November 2005.

In 2007, Worthington Libraries was recognized as the national Library of the Year for its outstanding services, collection and programs.

In 2008, Worthington Libraries opened its third location, the Worthington Park Library, in the Worthington Park Shopping Centre. It was expanded into two additional store front units in 2014 and further expanded in 2019. This location is now as large as a free-standing library.

In 2013, Worthington Libraries placed a 2.2 mill permanent replacement levy on the ballot in the Worthington School District. The issue passed with more than 70 percent of the vote, securing the library's financial future for many years.

Worthington Libraries is now one of the busiest library systems in Ohio. It provides a wide array of information and services, including technology training, online access, a dynamic collection and programs for residents of the Worthington City School District, and maintains the pioneering spirit of the library's founders in looking for new and better ways to serve patrons.

COMMUNITY OUTLOOK

Worthington is in the center of the state at Ohio's crossroads and affords easy access to all parts of Ohio and the nation. A suburb of Columbus, the state capital, Worthington provides access to the attractions and conveniences of a big city combined with the charm of small-town living.

Worthington was one of the Midwest's first planned communities, blending commerce, residential life, education and faith. Founded in 1803, Worthington reflects its dignified New England heritage with authentic brick

sidewalks leading to a central Village Green where many of the city's original commercial buildings and churches still stand proudly.

Today, as in ages past, people come to meet and greet on the Village Green and stroll the streets of downtown Worthington. Worthington's strong community spirit and excellent quality of life serve as the solid foundation for people of all ages, businesses, their employees and families.

Education, a founding tenet of the city, remains a hallmark of Worthington. Its school district serves more than 10,000 students and consistently earns the highest ratings on the state's school district report cards. Its student-focused educational programs are continually recognized as some of the best in the state. This provides a perfect environment for a progressive, forward-looking, service-oriented library to identify and meet emerging needs.

Collaboration is also an integral part of the Worthington community brand, and the Library often plays a key role in the development of major community projects and initiatives.

OTHER INFORMATION

INDEPENDENT AUDIT

The Library prepares an Annual Comprehensive Financial Report and a Popular Annual Financial Report each year. The Basic Financial Statement of the Library is audited every year by an independent auditor and is submitted to the Auditor of State. The Library prepares the annual budget on a cash basis and the end-of-year financial reports are prepared using the Generally Accepted Accounting Principles (GAAP).

AWARDS

Worthington Libraries has a long history of excellence in both service and financial accountability:

In 2007, Worthington Libraries was selected as the national Library of the Year by *Library Journal* and Thomson-Gale.

In 2011, Worthington Libraries received the John Cotton Dana Award for outstanding public relations for its "Find **yourself** here." promotional campaign.

In 2021, Worthington Libraries became one of only five libraries in the country to receive a five-star rating in each Index of Public Library Service published by *Library Journal*.

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Worthington Libraries for its Annual Comprehensive Financial Report for the year ended December 31, 2006. To be awarded a Certificate of Achievement, a government entity must publish an easily readable and efficiently organized financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. The Library was pleased to receive the Certificate of Achievement for the years 2007 through 2023 and has submitted the 2024 annual comprehensive financial report for consideration.

In addition to the Certificate of Achievement, the Library also received the "Making Your Tax Dollars Count" Award from State Auditor Mary Taylor for fiscal years 2006 through 2009. It is presented for excellence in financial accounting and states, "You are a trustworthy guardian of taxpayer dollars and deserve the highest amount of recognition for your vigilance. You are truly a model for government entities throughout the state of Ohio."

Under State Auditor Dave Yost/Keith Faber, the Library received the "Ohio Auditor of State Award with Distinction" for 2010 through 2023 in recognition of excellence in financial reporting as evidenced by the award itself and a clean audit. The award states, "Clean and accurate record-keeping is the foundation for good government, and the taxpayers can take pride in your commitment to accountability."

2025 Worthington Libraries Board of Trustees



**Joan
Herbers**
PRESIDENT

Term end: 2026



**Abigail
Poklar**
VICE PRESIDENT

Term end: 2027



**Elizabeth
Grieser**
SECRETARY

Term end: 2028



**Jennifer
Best**
**WORTHINGTON
SCHOOL BOARD
LIAISON**



**Joseph
Saverimuttu**
BOARD MEMBER

Term end: 2029



**Kyla
Dembowski**
BOARD MEMBER

Term end: 2030



**Haze
Saputra**
BOARD MEMBER

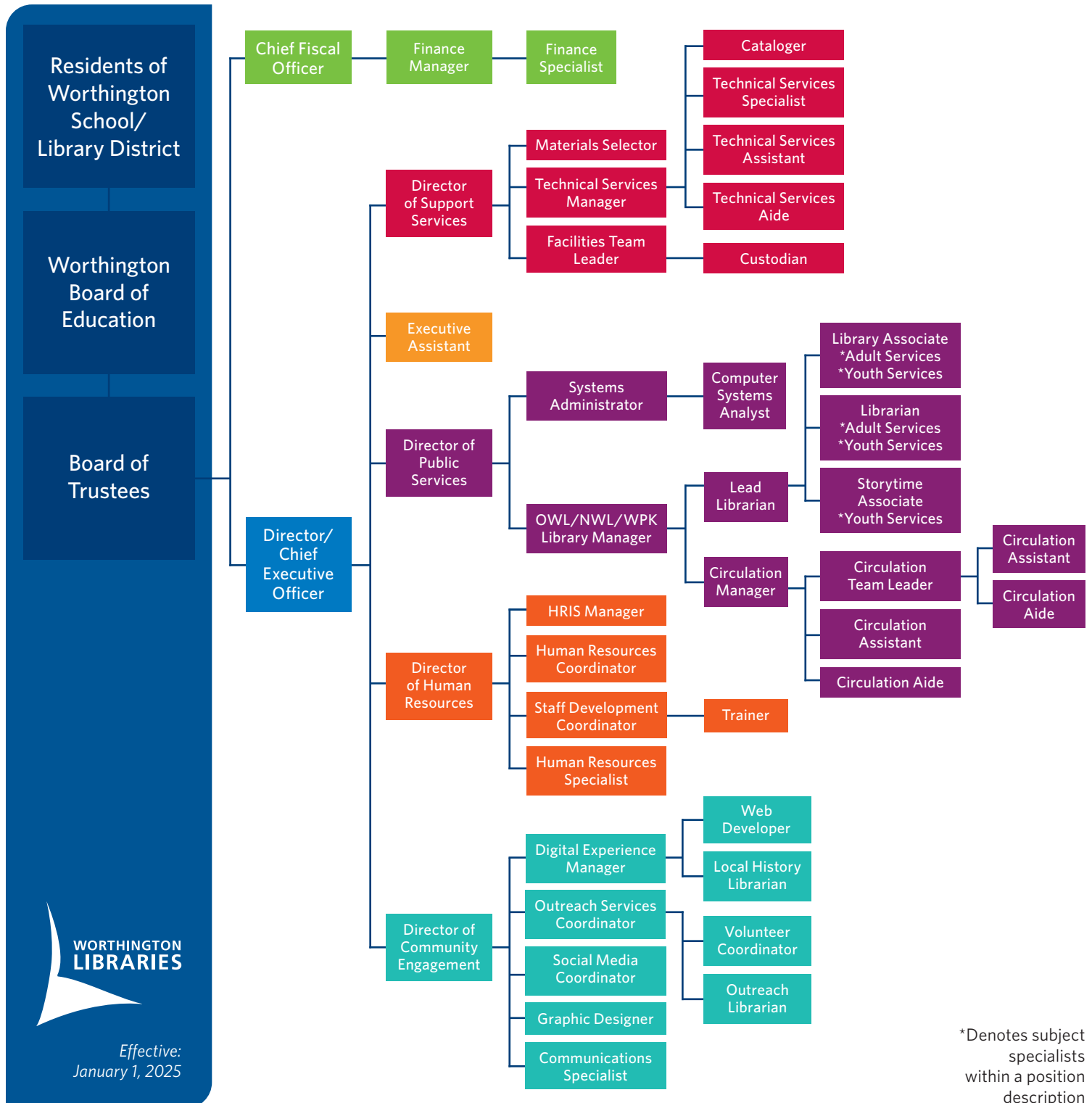
Term end: 2031



**Emma
Mulvaney**
BOARD MEMBER

Term end: 2025

Worthington Libraries Organizational Chart



*Denotes subject specialists within a position description

Budget in Brief Letter

To: Residents of the Worthington City School District
Members of the Worthington Libraries Board of Trustees

We are very pleased to present the 2026 Budget Document for our Worthington Libraries (to be hereinafter referred to as “the Library,” and also known as the Worthington Public Library and the Worthington City School District Public Library). The 2026 Budget Document provides the estimated revenues and appropriations for the library’s January to December fiscal year. The 2026 budget has been developed to provide financial transparency to the community we serve and to highlight the major initiatives planned by the Library. We hope it’s both informative and inspirational as the Library strives to continue its tradition of providing excellent materials, services and programs with an eye on the future.

ECONOMIC CONDITIONS AND OUTLOOK

The operational revenue for the Library is based on two major sources of funding: the Public Library Fund (PLF) and two local property tax levies. The PLF is an amount which the State of Ohio appropriates in their biennium budget to support libraries throughout Ohio. The biennium budget was passed during 2025 for the 2025-2026 biennium. As per the state’s budget for the 2025-2026 biennium effective July 2025, the PLF appropriation changed to a line item in the state budget. Each county receives a portion of this allocation, which is further allocated to the libraries in the county. The estimated share of the PLF for Worthington Libraries in 2026 is \$2,877,962, 2.02 percent less than the 2025 updated estimate.

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Per the state’s budget for the 2025-2026 biennium effective July 2025, the PLF appropriation changed to a line item in the state budget. Each county receives a portion of this allocation, which is further allocated to the libraries in the county.

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The second source of funding for the Library is through two property tax levies passed by the residents of the City of Worthington School District. The first continuing levy for 2.6 mills was passed in 2005 while a second continuing levy for 2.2 mills was passed in 2013, replacing an expiring levy of the same millage. The estimated property taxes to be received in 2026 is \$8,280,666, 0.53 percent less than the 2025 actual property taxes received.

FINANCIAL TRENDS

STATE REVENUE: During the state’s biennium budget for 2023-2024, the PLF was distributed in an amount equal to 1.7 percent of the state’s General Revenues (GRF) for the months of January through June. As per the state’s budget for the 2025-2026 biennium effective July 2025, the PLF appropriation is based on a state budget line item.

PROPERTY TAX REVENUE: Both the 1992 and 2005 levies were collected through 2014, but the 1992 levy expired with 2014 being the final collection year. In November 2013, the library’s Board of Trustees placed a 2.2 mill permanent replacement levy on the ballot, which was passed by the voters of the Worthington School

District to be collected starting in 2015. Since this replacement levy reset the collection rate to the levy rate, the effective rate of the two levies for residential and agricultural use increased from 3.53 to 4.33 mills. However, for the tax collection year 2024, the effective rate (the rate actually collected) is 2.45 mills for residential and agricultural use and 3.47 mills for commercial use due to the increase in land values.

INVESTMENT INTEREST REVENUE: The Ohio Revised Code allows the Library to deposit interim and inactive funds with a public depository to be redeposited with one or more federally insured banks, savings banks or savings and loan associations located in the United States with the redeposited money insured by the Federal Deposit Insurance Corporation. A portion of the funds previously invested in STAROhio were transferred to be invested in insured certificates of deposit. This practice continued in 2013 with an increase in funds invested in this manner. Due to the number of certificates of deposit required for the amount of investment money available, in 2014 the Library also acquired permissible federal agency securities since the investments could be made in larger increments. This practice should continue into the foreseeable future.

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For the tax collection year 2024, the effective rate (the rate actually collected) is only 2.45 mills (compared to 3.53) for residential and agricultural use and 3.47 mills (compared to 4.33) for commercial due to the increase in land values.

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FINANCIAL PLANNING AND POLICIES

All budgetary policies are established by Ohio law and/or the library's Board of Trustees. All funds have annual appropriations approved by the Board. The budget process is as follows:

- An appropriation budget is adopted and filed with the Franklin County Budget Commission by January 1.
- For annual budgeting purposes, unused balances remain in the accounts where they were allocated.
- The level at which the Board of Trustees approves the budget becomes the legal level of control.
- Transfers of appropriations at this level require Board of Trustees' action.
- The appropriations may be amended or supplemented, based on need during the year.
- The Franklin County Budget Commission provides an annual certificate of estimated resources. The library's maximum annual appropriations are controlled by this document. The certificate of estimated resources may be amended during the year if projected increases or decreases in revenue are identified by the Chief Fiscal Officer.
- Fines, fees and charges are established by the Board of Trustees.
- Library cash is pooled for investment.

The library's long-range financial plan, which provides projections through 2029, is reviewed in conjunction with every major operating decision made.

The Director/CEO and Chief Fiscal Officer regularly meet with the Administrative and Executive Teams to discuss problems, new initiatives and potential opportunities. New initiatives or reactions to emerging needs and/or problems are discussed by the group. If disbursements are required, plans are developed to establish reasonable cost estimates. If an action appears to be viable, a presentation is prepared to share with the Finance/Operations Committee of the Board of Trustees. Once the committee understands the proposal and its financial implications on the long-range financial picture, it determines if it should support taking the recommendation to the full board for approval. If the action is supported, the committee chair proposes the resolution at the Board meeting. This committee meets three or four times per year, or as needed in special situations.

In addition to special situations, normal operating disbursements are continuously monitored. Annual budgets are developed based on projections in the long-range plan. Managers review actual monthly disbursements against budget allocations and recommend adjustments as needed. Funds not required for operating disbursements are invested to obtain the best return available with the least amount of risk through U.S. Bank. STAROhio is also utilized for investment of a portion of interim funds, due to its liquidity.

The Board of Trustees receives a monthly update from the Chief Fiscal Officer and copies of financial statements and investment reports so members are aware of the financial condition of the Library in any given month.

2025 SUCCESS

In 2025, the Library completed a comprehensive facilities plan that helped us identify issues and opportunities for improvement in our three facilities. The plan will serve as a roadmap as we work to improve accessibility, function and service delivery in our buildings.

We worked with the Friends Foundation of Worthington Libraries to present library programs that were attended by more than 50,000 people and began to implement program planning guidelines that included blockbuster programs designed to be inclusive, celebratory and fun for all ages.

To reduce organizational spending, we successfully modified our public printing program, moving from unlimited free printing to limited free printing.

2025 also marked the first year with our Pop-Up Library, an outreach vehicle that has made it possible for us to provide library access to our community where they are. We have visited schools, daycare centers, senior living facilities, community festivals and local food pantries to provide library service. Since its launch in 2024, the Pop-Up Library has made more than 50 stops and checked out more than 1,000 items.



MAJOR INITIATIVES FOR 2026

2026 is the third year of implementation for the library's 2024-2029 Strategic Plan which focuses on the areas of human connection, storytelling, sustainability and social justice. As we continue to advance and develop library service to fulfill the goals outlined in the plan, we will use the comprehensive facilities plan to identify improvements to our physical space to bolster and enhance these initiatives.

Additional major initiatives planned for 2026 include:

- Develop a new brand identity, including logo, and marketing plan for the Library
- Increase browse circulation by five percent
- Introduce and promote Heritage Months, a systemwide initiative highlighting different cultures throughout the year
- Determine when we will need to approach voters with a request for additional library funding

ACKNOWLEDGEMENTS

Appreciation is extended to the employees responsible for contributing to the 2026 Budget Document, especially Finance Manager Sabra Lowe and Graphic Designer Stacy Clark and members of the Executive Team: Director of Public Services Susan Allen, Director of Support Services Monica Baughman, Director of Community Engagement Lisa Fuller and Director of Human Resources Phyllis Winfield.



A handwritten signature in black ink, appearing to read 'Lauren Robinson'.

Lauren Robinson
DIRECTOR/CEO



A handwritten signature in black ink, appearing to read 'Jeremie Stevens'.

Jeremie Stevens
CHIEF FISCAL OFFICER

2024-2029 Strategic Plan

Focus Area

Goals

Storytelling

We are a place that provides unfettered information access as well as relaxation, entertainment, solitude and joy. When people tell the stories of their lives, we want the Library to have a role.

- Find more ways to introduce people to the Library through increased outreach, innovative partnerships and blockbuster programs
- Increase the ease and convenience of accessing our collection and services
- Develop authentic relationships with community groups and organizations to learn more about their goals and determine how/if the Library can assist them
- Provide ample opportunities for staff development through trainings and attendance at local and national conferences
- Uphold intellectual freedom for all and position the Library as a safe haven for books and the people who wish to read them

Human Connection

We value human connection, building community through the sharing and discussion of ideas and providing welcoming spaces and opportunities for people to gather and grow.

- Give staff at all levels a greater role in leading change and bringing this plan to life
- Innovate at all levels and look for ways to surprise and delight our community with great customer service
- Revitalize the library's indoor and outdoor spaces to make them more attractive and inviting
- Present programs and access to experiences that give people the opportunity to interact in a safe and welcoming environment

Social Justice

Through examination of our own policies and procedures and by fostering community conversations that support the open exchange of ideas and understanding of complex issues, we will center library service in social justice and meeting the needs of all we serve.

- Support and increase our staff diversity so that we may better represent the community we serve
- Celebrate and defend the diversity in our collection, services and programming
- Identify new ways to reach underserved populations
- Center our community in discussions of how to improve the library experience
- Acknowledge the complexity of what it means to be human and support people with whatever they need to thrive

Sustainability

We are grateful for ongoing community support and want to make the best use of our resources to ensure the library's ongoing resilience and sustainability.

- Outline a plan for the library's growth and evolution that may include a request for additional funding to meet community demand for service
- Build our organizational resilience through ongoing analysis of key performance indicators
- Reduce our carbon footprint. Use less. Plant more. Welcome the bees
- Foster employee engagement through authentic conversations and recognition of the good work we do

2026 Budget Priorities and Organizational Action Plan

STORYTELLING

- Develop and launch a marketing and public relations campaign that includes a new logo and complete rebrand of library communications, including [worthingtonlibraries.org](#) ([Support Services - Community Relations](#))
- Work with our partners to reimagine the summer reading program ([Library Services - Public Services and Programs](#); [Support Services - Community Relations](#))
- Investigate alternative public service models ([Support Services - Business Administration](#))
- Research staff communication systems to determine how to improve our internal capacity for sending/receiving mission-critical messages ([Support Services - Business Administration](#); [Library Services - Public Services and Programs](#))

HUMAN CONNECTION

- Develop and implement plans to increase browse circulation by five percent systemwide ([All](#))
- Contract with an architect to develop plans for major improvements at all library locations ([Support Services - Facilities Operation and Maintenance](#))
- Address highlighted concerns/needed changes in the comprehensive facilities plan released in 2025 ([Support Services - Facilities Operation and Maintenance and Capital Outlay](#))
- Increase study space at all locations ([Support Services - Facilities Operation and Maintenance and Capital Outlay](#))

SOCIAL JUSTICE

- Develop and implement a recruitment strategy ([Support Services - Human Resources](#))
- Introduce and promote Heritage Months, a systemwide initiative highlighting different cultures throughout the year ([All](#))
- Continue to build and refine our collection of materials to represent all members of our community ([Library Services - Collection Development and Processing](#))

SUSTAINABILITY

- Determine when we will need to approach voters with a request for additional library funding ([Support Services - Business Administration](#))
- Implement supervisor expectations ([All](#))
- Optimize and reconfigure Human Resources Information System ([Support Services - Human Resources](#))
- Replace scheduled technology infrastructure and equipment upgrades ([Support Services - Information Services Support](#))
- Participate in the Sustainable Libraries Initiative ([Support Services - Facilities Operation and Maintenance](#))
- Implement a cybersecurity program in compliance with Ohio HB 96 cybersecurity requirements for public entities and participate in the Ohio Persistent Cyber Improvement Program ([Support Services - Information Services Support and Business Administration](#))

Worthington Libraries Revenue

PROPERTY TAXES are the main source of revenue for Worthington Libraries, making up 59.6 percent of total revenues in 2024 and an estimated 62.2 percent in 2025. Voters in the Worthington School District passed a permanent 2.6 mill property tax levy in 2005 and a 2.2 mill permanent replacement levy in 2013.

INTERGOVERNMENTAL REVENUE is primarily composed of Public Library Fund (PLF) revenue and Ohio's homestead and rollback tax credit revenue. In 2024, PLF revenues were based on 1.7 percent of the state's General Revenue Fund. Intergovernmental revenues were 24.4 percent of total revenue in 2024 and an estimated 22.44 percent in 2025.

OTHER SOURCES of library revenue are patron fines and fees, earnings on investment, services provided to other entities, contributions, gifts, donations and miscellaneous.

2026 Estimated Revenue

2026 total revenues are projected to be .79 percent less than 2025 total adjusted revenue estimates.

TAX REVENUES are based on projections supplied by the Franklin County Budget Commission. The state Public Library Fund allocation is estimated to decrease by 2.02 percent, General Property Tax is estimated to increase by 0.53 percent and Homestead Rollback Tax is estimated to increase by 0.47 percent compared to the updated revenue estimates for 2025.

OTHER REVENUES are estimated to increase slightly compared to the prior year. In consultation with Meeder Investments, earnings on investments are estimated to increase in 2026 due to the 3- to 5-year investments. The Columbus Metropolitan Library contribution is estimated to be the same as 2025.

The **CARRYOVER** amount shown is the cash balance in all accounts at the end of the prior year (2024) plus the expected revenue from the current year (2025) minus the current year (2025) appropriation plus (2024) encumbrances. The carryover balance will be used to supplement the estimated revenue in 2026. The carryover balance is estimated to be \$16,703,168. However, it is likely that the actual carryover balance will be higher due to underspending of the 2025 appropriations. The majority of carryover funds is held in investments with Meeder Investments or the state's STAROhio program to earn interest until needed for expenses.



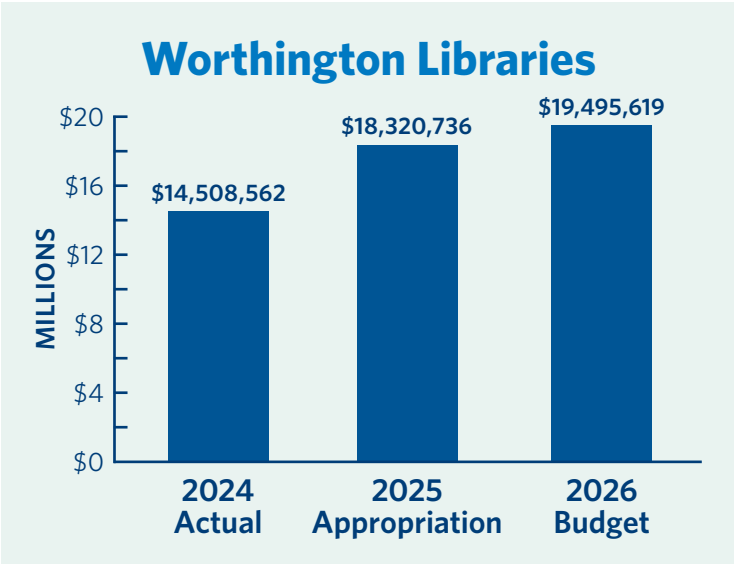
2026 Budget Overview

The 2026 budget is based on the 2026 Budget Priorities and the Long-Range Financial Plan. The operating budget, which consists of general fund expenditures (excluding the capital outlay and contingency funds), is 3.34 percent over the 2025 Appropriation. The overall increase (including the Capital Outlay, Contingency and all other funds) is a 12.01 percent increase over the 2025 Appropriation. The 2026 budget has been incorporated into the updated long-range plan.

GENERAL FUND BUDGET:

SALARIES AND BENEFITS projections increased in accordance with the anticipated union contract and an estimated increase in insurance premiums. The salary projections are an estimate and may need to be changed due to the ongoing union negotiations for the 2026-2029 contract. The appropriation also accommodates an anticipated midyear increase in insurance rates (effective July 2026) based on current enrollment. It is important to note we budget for salaries and benefits at full staffing levels, which includes vacant positions. Including these vacant positions creates a picture of the maximum amount we could spend on salaries and benefits. The reduction of six positions in the Public Services and Programs staff (three circulation aides, two library associates and one circulation assistant) was done by attrition as a result of ongoing and routine staffing analysis to determine how we can streamline operations while maintaining service to patrons.

PURCHASED AND CONTRACTED SERVICES projections increased due to several budget priorities for 2026: develop a marketing and public relations campaign that would include a new logo and complete rebrand of library communications, including worthingtonlibraries.org; contract with an architect to develop plans for major improvements at all library locations; develop and implement a recruitment strategy; and optimize and reconfigure our Human Resources Information System.



	2025	2026
Public Services and Programs Staff		
Full-Time	64	62
Part-Time	43	39
Total:	107	101
Collection Development and Processing Staff		
Full-Time	6	6
Part-Time	3	3
Total:	9	9
Business Administration Staff		
Full-Time	22	22
Part-Time	1	1
Total:	23	23
Facilities Operation and Maintenance Staff		
Full-Time	7	7
Part-Time	0	0
Total:	7	7
Information Services Support Staff		
Full-Time	2	2
Part-Time	0	0
Total:	2	2
Total Full-Time Staff	101	99
Total Part-Time Staff	47	43
Total Staff	148	142

CAPITAL OUTLAY projections are significantly increased from the 2025 appropriation due to the following budget priorities for 2026: address highlighted concerns/needed changes in the master facility plan released in 2025; add small study pods at each library location; and participate in the Sustainable Libraries Initiative.

CONTINGENCY allows the library board to appropriate monies for unexpected disbursement during the fiscal year. Monies cannot be expended from the contingency appropriation account but can be moved to any other appropriation account by board action. According to Ohio Revised Code 5705.29(A)(1) a maximum of three percent of the library's total budget can be budgeted by the library board in a contingency account. In the 2026 budget, three percent of the library budget (prior to the contingency) is approximately \$500,000.

INTERFUND TRANSFERS are for full amounts of the budgets in the Building Fund, Technology Fund, Termination Benefits and 27th Pay Fund, and Unclaimed Monies Fund. The actual amounts transferred to these funds will reflect the cash balance at year end 2025. The cash balances will not exceed the 2026 appropriation plus prior year encumbrances.

What is in **capital outlay** versus **building fund**? Capital outlay contains furniture and equipment such as the study pods, shelving and furniture replacement. Building fund contains items that are affixed to the building (e.g., boiler & cooling tower, generator, HVAC unit replacements, parking lot sealing, courtyard concrete).

BUILDING FUND

The Building Fund budget increased in 2026 to include the following projects: address highlighted concerns/needed changes highlighted in the comprehensive facilities plan released in 2025; and participate in the Sustainable Libraries Initiative. The Building Fund revenue is from a transfer from the General Fund at the beginning of the fiscal year.

TECHNOLOGY FUND

The Technology Fund budget is based on the 2026 Technology Plan and is an increase from 2025. The 2026 budget priorities for technology include: replacement of scheduled technology infrastructure, equipment upgrades and implementation of a cybersecurity program in compliance with Ohio HB 96 cybersecurity requirements for public entities and participation in the Ohio Persistent Cyber Improvement Program. The Technology Fund revenue is from a transfer from the General Fund at the beginning of the fiscal year.

TERMINATION BENEFITS AND 27TH PAY FUND

The Termination Benefits and 27th Pay Fund budget represents a transfer from the general fund at a projected amount to cover the 27th pay and termination benefits for 2031. Budgeting at \$314,879 for 2026 will alleviate a supplemental appropriation in cases when staff resign/retire with remaining leave time. This will allow us to preserve the balance in the fund for the next 27th pay which occurs in 2031. The Termination Benefits and 27th Pay Fund revenue is from a transfer from the General Fund at the beginning of the fiscal year.

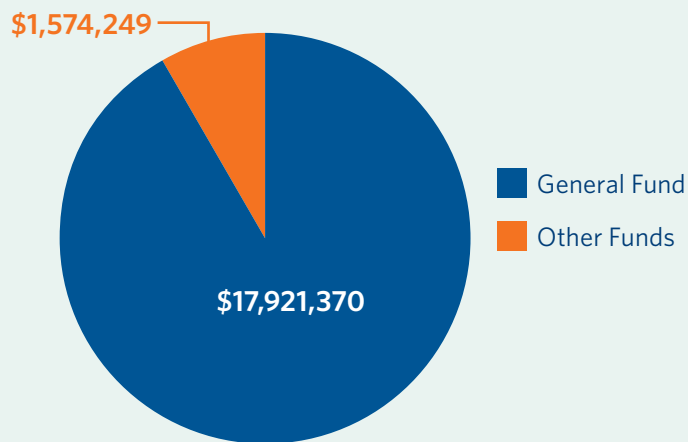
UNCLAIMED MONIES AGENCY FUND

The Unclaimed Monies Agency Fund is used to account for monies that are lost or unclaimed per the outstanding check policy adopted by the Board of Trustees.

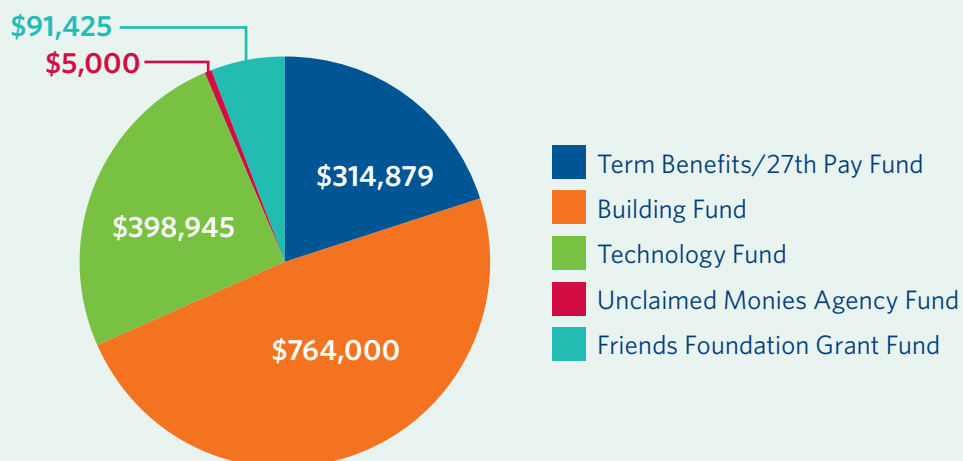
FRIENDS FOUNDATION GRANT FUND

The Friends Foundation Board approved an amount not to exceed \$91,425 in 2026. The actual revenue to be received will be less the 2025 carryover. The Friends Foundation supports all library programs and staff recognition.

Worthington Libraries 2026 Budget by Fund



Worthington Libraries 2026 Budget - Other Funds



2026 Budget Details

The library budget, current year appropriation and prior year expenditures are categorized into the following:

LIBRARY SERVICES:

PUBLIC SERVICES AND PROGRAMS: Includes public services staff (circulation, adult/youth services and library managers), termination benefits and Friends Foundation expenditures.

COLLECTION DEVELOPMENT AND PROCESSING: Includes materials selectors and technical services staff, the purchase of all books, and the processing costs associated with those purchases.

SUPPORT SERVICES:

BUSINESS ADMINISTRATION: Includes library administration, finance, board of trustees and community relations staff as well as liability insurance, tax collection fees and professional services.

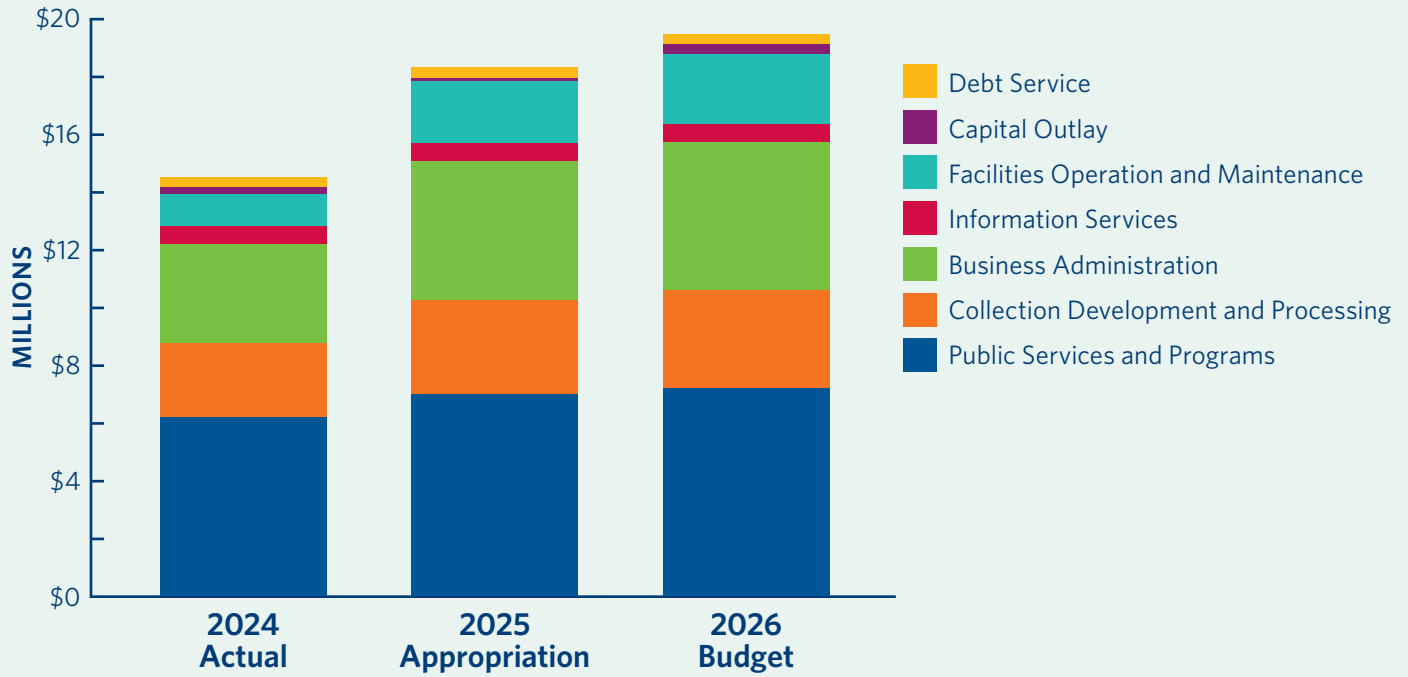
FACILITIES OPERATION AND MAINTENANCE: Includes facilities management staff, utilities, groundskeeping, property insurance and materials and supplies necessary to maintain the three separate library locations.

INFORMATION SERVICES SUPPORT: Includes technology and IT staff, technology-related professional services, rent/leased software and minor technology furniture and equipment.

CAPITAL OUTLAY: Includes construction, major repairs and renovations to library facilities and equipment.

DEBT SERVICE: Includes the Worthington Park Library lease agreement.

Worthington Libraries



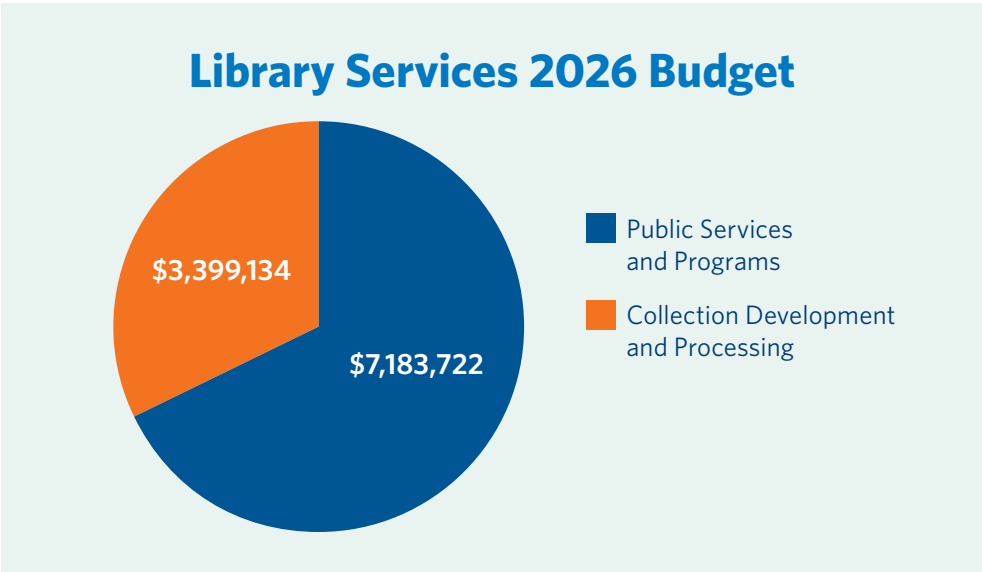
	2024 Actual	2025 Appropriation	2026 Budget
Library Services			
Public Services and Programs	\$6,197,580	\$6,975,852	\$7,183,722
Collection Development and Processing	\$2,555,451	\$3,270,123	\$3,399,134
Support Services			
Business Administration	\$3,437,720	\$4,833,888	\$5,130,370
Information Services	\$624,418	\$616,808	\$637,643
Facilities Operation and Maintenance	\$1,125,826	\$2,134,065	\$2,433,750
Capital Outlay	\$219,592	\$138,000	\$331,000
Debt Service	\$347,975	\$352,000	\$380,000

Library Services

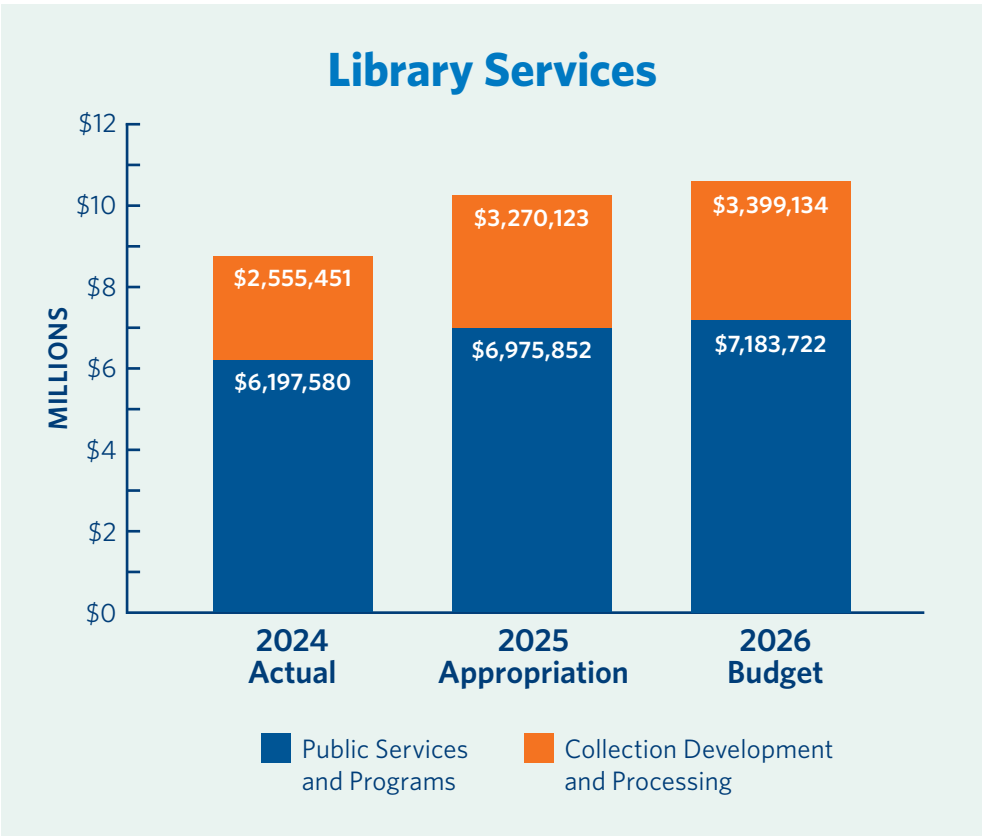
PUBLIC SERVICES AND PROGRAMS: Includes public services staff (circulation, adult/youth services and library managers), termination benefits and Friends Foundation expenditures.

COLLECTION DEVELOPMENT AND PROCESSING: Includes materials selectors and technical services staff, the purchase of all books and other circulating materials, and the processing costs associated with those purchases.

The 2026 Library Services budget is **\$10,582,856**, 54 percent of the total Worthington Libraries budget. The majority of the Library Services budget (68%) is for Public Services and Programs.



The 2026 Library Services budget is 20.91 percent over 2024 actual expenses and 3.29 percent over the 2025 appropriation.



Public Services and Programs

Includes public services staff salaries and benefits (circulation, adult/youth services and library managers), a portion of termination benefits and Friends Foundation grant funds for library programs. Public services staff provide an array of services, including:

- Storytimes for children and other public programs for all ages
- Presenting blockbuster programs (Nintendo Day, Summer Reading Kick-Off Parties, Storybook Ball)
- Providing reader's advisory and reference (in person, phone, email, IM and text)
- Developing engaging and appealing displays of books and materials
- Developing and providing an annual summer reading program
- Circulation services (accounts, drive-up window, curbside pickup, after-hours pickup)
- Offering technology assistance (computers, printing, faxing, copying)
- Providing passport and notary services
- Assisting with outreach visits to schools, daycares and community events

STAFFING includes circulation, adult services and youth services staff who work in the three branches. These positions include the library managers, circulation managers, circulation team leaders, circulation assistants, circulation aides, lead librarians, librarians, library associates and storytime associates. In 2026, there is a reduction of six positions in the Public Services and Programs staff (three circulation aides, two library associates and one circulation assistant). The positions were reduced in 2025 by attrition.

Public Services and Programs Staff	2025	2026
Full-Time	64	62
Part-Time	43	39
Total:	107	101

IN 2026, Public Services and Programs plan to:

- Develop and implement plans to increase browse circulation ([All](#))
- Introduce and promote Heritage Months, a systemwide initiative highlighting different cultures throughout the year ([All](#))
- Implement supervisor expectations ([All](#))
- Research staff communication systems to determine how to improve our internal capacity for sending/receiving mission-critical messages
([Support Services - Business Administration](#); [Library Services - Public Services and Programs](#))

Public Services and Programs	2024 Actual	2025 Appropriation	2026 Budget
1000 - Salaries and Benefits	\$5,651,444	\$6,452,742	\$6,537,822
2000 - Supplies	\$16,446	\$21,000	\$89,310
3000 - Purchased and Contracted Services	\$454,701	\$436,910	\$485,665
4000 - Library Materials and Information	\$-	\$-	\$-
5000 - Capital Outlay	\$-	\$-	\$-
7000 - Other Objects	\$-	\$-	\$-
8000 - Contingency	\$-	\$-	\$-
General Fund	\$6,122,591	\$6,910,652	\$7,112,797
Other Funds:			
200 - Termination Benefits/27th Pay Fund	\$32,693	\$-	\$-
212 - Friends Foundation Grand Fund	\$42,296	\$65,200	\$70,925
401 - Building Fund	\$-	\$-	\$-
402 - Technology Fund	\$-	\$-	\$-
502 - Unclaimed Monies Agency Fund	\$-	\$-	\$-
Total Other Funds:	\$74,989	\$65,200	\$70,925
Total:	\$6,197,580	\$6,975,852	\$7,183,722

Collection Development and Processing

Includes materials selectors and technical services staff, the purchase of all books and other circulating materials, and the processing costs associated with those purchases. Collection development and processing staff:

- Analyze the collection and support ongoing maintenance
- Coordinate Staff Picks, featured titles, booklists and Find Your Next Great Read events
- Manage digital media and databases
- Curate and maintain circulating kits, gadgets and gear
- Receive, process and reconcile invoices and cancellations for purchases of circulating materials
- Process interlibrary loan requests
- Work on original cataloging and special reclassification projects

STAFFING includes the materials selectors and technical services departments. These positions include the materials selectors, technical services manager, technical services specialist, technical services aide, technical services assistants and cataloger.

In 2026, no additional staff are planned.

Collection Development and Processing Staff	2025	2026
Full-Time	6	6
Part-Time	3	3
Total:	9	9

IN 2026, Collection Development and Processing plan to:

- Develop and implement plans to increase browse circulation (All)
- Implement supervisor expectations (All)
- Introduce and promote Heritage Months, a systemwide initiative highlighting different cultures throughout the year (All)

Collection Development and Processing	2024 Actual	2025 Appropriation	2026 Budget
1000 - Salaries and Benefits	\$557,788	\$663,773	\$715,734
2000 - Supplies	\$14,149	\$19,000	\$18,000
3000 - Purchased and Contracted Services	\$56,520	\$119,250	\$135,050
4000 - Library Materials and Information	\$1,916,853	\$2,468,100	\$2,530,350
5000 - Capital Outlay	\$-	\$-	\$-
7000 - Other Objects	\$-	\$-	\$-
8000 - Contingency	\$-	\$-	\$-
General Fund	\$2,545,310	\$3,270,123	\$3,399,134
Other Funds:			
200 - Termination Benefits/27th Pay Fund	\$10,141	\$-	\$-
212 - Friends Foundation Grand Fund	\$-	\$-	\$-
401 - Building Fund	\$-	\$-	\$-
402 - Technology Fund	\$-	\$-	\$-
502 - Unclaimed Monies Agency Fund	\$-	\$-	\$-
Total Other Funds:	\$10,141	\$-	\$-
Total:	\$2,555,451	\$3,270,123	\$3,399,134

Support Services

BUSINESS ADMINISTRATION: Includes library administration, finance, board of trustees and community relations staff as well as liability insurance, tax collection fees and professional services.

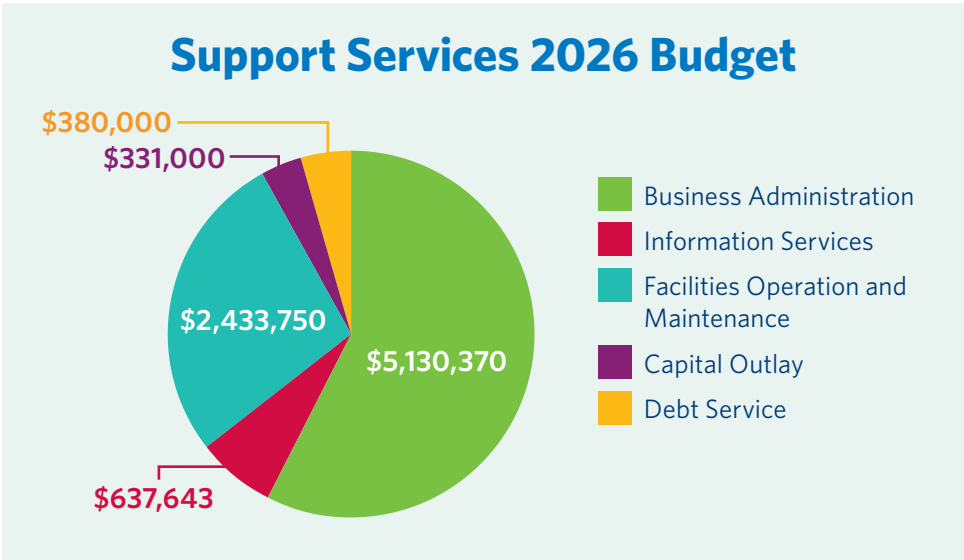
FACILITIES OPERATION AND MAINTENANCE: Includes facilities management staff, utilities, groundskeeping, property insurance and materials and supplies necessary to maintain the three separate library locations.

INFORMATION SERVICES SUPPORT: Includes technology and IT staff, technology-related professional services, rent/leased software and minor technology furniture and equipment.

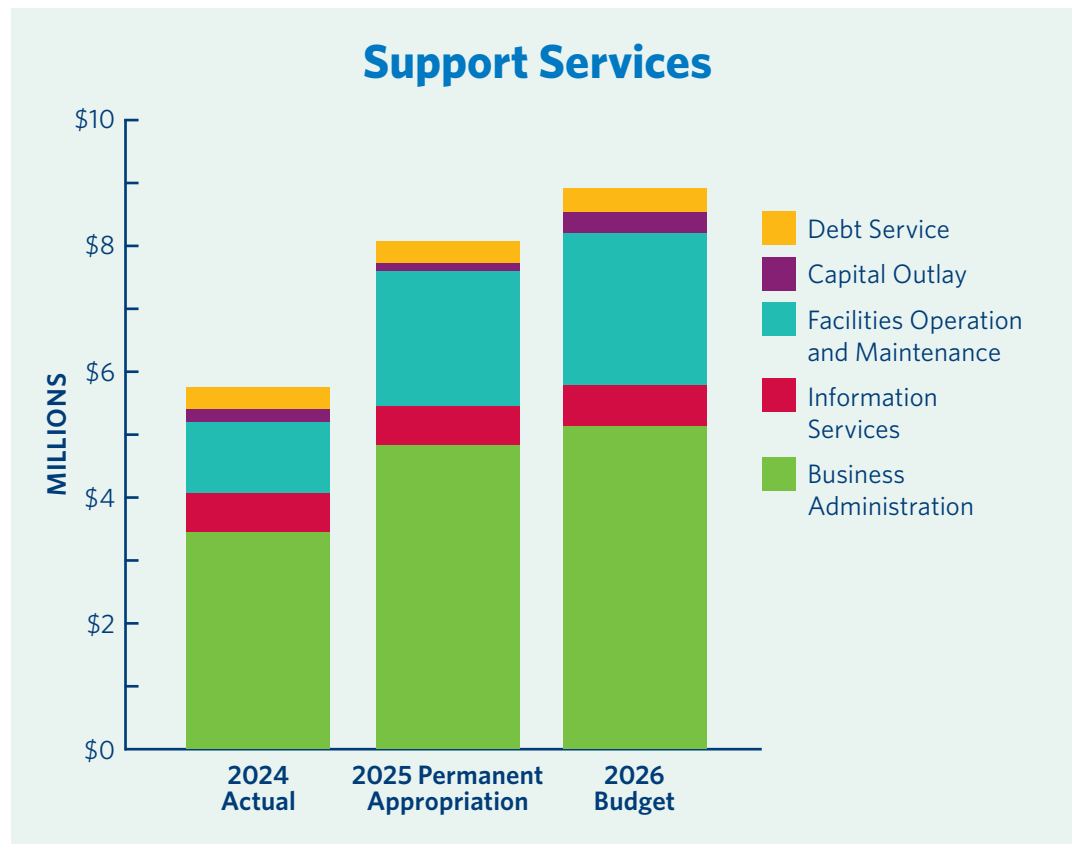
CAPITAL OUTLAY: Includes construction, major repairs and renovations to library facilities and equipment.

DEBT SERVICE: Includes the Worthington Park Library lease agreement.

The 2026 Support Services budget is **\$8,912,263**, which is 46 percent of the total Worthington Libraries budget. The majority of the Support Services budget (58 percent) is for Business Administration.



The 2026 Support Services budget is 54.85 percent over 2024 actual expenses and 10.37 percent over 2025 appropriations.



	2024 Actual	2025 Appropriation	2026 Budget
Business Administration	\$3,437,720	\$4,833,888	\$5,130,370
Information Services	\$624,418	\$616,808	\$637,643
Facilities Operation and Maintenance	\$1,125,826	\$2,134,065	\$2,433,750
Capital Outlay	\$219,592	\$138,000	\$331,000
Debt Service	\$347,975	\$352,000	\$380,000
Support Services Total:	\$5,755,531	\$8,074,761	\$8,912,763

Business Administration

Includes library administration, finance staff, board of trustees and community relations staff. Salaries and benefits as well as liability insurance, tax collection fees and professional services are also included.

STAFFING includes the director/CEO, executive assistant, directors of support services and public services, human resources department, finance department and the community relations department.

In 2026, no additional staff are planned.

Business Administration Staff	2025	2026
Full-Time	22	22
Part-Time	1	1
Total:	23	23

The **EXECUTIVE TEAM** consists of the director/CEO; chief fiscal officer; and the directors of human resources, community engagement, support services and public services.

The **COMMUNITY RELATIONS DEPARTMENT** works to promote the services, collection and programs of the Library and to maintain a positive and open dialog with the community we serve. This encompasses all print communications, social media, website services, outreach initiatives and adult volunteer coordination. The director of community engagement also serves as the official staff liaison to the Friends Foundation of Worthington Libraries.

Staffing includes the director of community engagement, graphic designer, communications specialist, social media coordinator, outreach coordinator, outreach librarian, volunteer coordinator, digital experience manager, two web developers and a local history librarian.

The **FINANCE DEPARTMENT** works to keep the Library in compliance with federal and state regulations, including financial reporting and compliance with an annual state audit, and is responsible for the budgeting and accounting of all library funds. In addition, the department does long-range financial planning, payroll and payroll deductions, accounts receivables and payables, purchase order adjustments and cash deposits. Worthington Libraries has a long-standing history of excellence in financial reporting and audits.

Staffing includes the chief fiscal officer, finance manager and finance specialist.

The **HUMAN RESOURCES (HR) DEPARTMENT** supports every stage of the employee journey by cultivating an inclusive, growth-oriented workplace to positively impact the communities we serve.

The HR Department is responsible for recruitment and onboarding of new employees; ongoing learning and professional development; benefits and leave administration; labor relations; increasing employee engagement using the Gallup Q12+ model; implementing Equity, Diversity and Inclusion (EDI) programs, displays and outreach initiatives; maintaining and updating the library's HRIS software, ensuring that employees and supervisors are able to access and update information using these systems; creating and helping other teams develop change management plans utilizing Prosci's change management frameworks and helping the Library evolve as a strengths-based organization and providing coaching using the Gallup CliftonStrengths model. HR oversees administration of the library's Collective Bargaining Agreement with Worthington Public Libraries United, Ohio Federation of Teachers, American Federation of Teachers.

Staffing includes the director of human resources, HRIS manager, human resources coordinator, staff development coordinator and trainer.

IN 2026, Business Administration plans to:

- Develop and launch a marketing and public relations campaign that includes a new logo and complete rebrand of library communications, including worthingtonlibraries.org
([Support Services - Community Relations](#))
- Work with our partners to reimagine the summer reading program
([Library Services - Public Services and Programs](#); [Support Services - Community Relations](#))
- Investigate alternative service models ([Support Services - Business Administration](#))
- Research staff communication systems to determine how to improve our internal capacity for sending/receiving mission-critical messages
([Support Services - Business Administration](#); [Library Services - Public Services and Programs](#))
- Develop and implement plans to increase browse circulation ([All](#))
- Develop and implement a recruitment strategy ([Support Services - Human Resources](#))
- Introduce and promote Heritage Months, a systemwide initiative highlighting different cultures throughout the year ([All](#))
- Implement supervisor expectations ([All](#))
- Determine when we will need to approach voters with a request for additional library funding
([Support Services - Business Administration](#))
- Optimize and reconfigure Human Resources Information System ([Support Services - Human Resources](#))
- Implement a cybersecurity program in compliance with Ohio HB 96 cybersecurity requirements for public entities and participate in the Ohio Persistent Cyber Improvement Program
([Support Services - Information Services Support and Business Administration](#))

Business Administration	2024 Actual	2025 Appropriation	2026 Budget
1000 - Salaries and Benefits	\$2,567,528	\$3,071,829	\$3,213,351
2000 - Supplies	\$62,766	\$100,010	\$109,700
3000 - Purchased and Contracted Services	\$707,930	\$1,076,939	\$930,090
4000 - Library Materials and Information	\$14,662	\$62,750	\$500
5000 - Capital Outlay	\$47,828	\$-	\$-
7000 - Other Objects	\$21,281	\$33,850	\$36,350
8000 - Contingency	\$-	\$150,000	\$500,000
General Fund	\$854,467	\$4,495,378	\$4,789,991
Other Funds:			
200 - Termination Benefits/27th Pay Fund	\$-	\$312,910	\$314,879
212 - Friends Foundation Grand Fund	\$15,633	\$20,600	\$20,500
401 - Building Fund	\$-	\$-	\$-
402 - Technology Fund	\$-	\$-	\$-
502 - Unclaimed Monies Agency Fund	\$92	\$5,000	\$5,000
Total Other Funds:	\$15,725	\$338,510	\$340,379
Total:	\$870,191	\$4,833,888	\$5,130,370

Facilities Operation and Maintenance

Includes facilities management staff salaries and benefits, utilities, groundskeeping, property insurance and materials, supplies and services necessary to maintain the three separate library locations. Facilities operation and maintenance staff:

- Develops and executes ongoing building maintenance plans
- Manages service and maintenance vendors and agreements
- Provides cleaning and custodial services
- Maintains and replaces furniture and equipment
- Responds to facilities tickets
- Coordinates deliveries between buildings and off-site locations
- Facilitates safety and security inspections
- Coordinates large-scale building projects

STAFFING includes the facilities team leader and the custodians that work at the three branches.

In 2026, no additional staff are planned.

Facilities Operation and Maintenance Staff	2025	2026
Full-Time	7	7
Part-Time	0	0
Total:	7	7

IN 2026, Facilities Operation and Maintenance plans to:

- Develop and implement plans to increase browse circulation ([All](#))
- Contract with an architect to develop plans for major improvements at all library locations ([Support Services - Facilities Operation and Maintenance](#))
- Address highlighted concerns/needed changes in the master facility plan released in 2025 ([Support Services - Facilities Operation and Maintenance and Capital Outlay](#))
- Add small study pods at each library location ([Support Services - Facilities Operation and Maintenance and Capital Outlay](#))
- Implement supervisor expectations ([All](#))
- Introduce and promote Heritage Months, a systemwide initiative highlighting different cultures throughout the year ([All](#))
- Participate in the Sustainable Libraries Initiative ([Support Services - Facilities Operation and Maintenance](#))

Facilities Operation and Maintenance	2024 Actual	2025 Appropriation	2026 Budget
1000 - Salaries and Benefits	\$315,605	\$443,240	\$474,115
2000 - Supplies	\$63,614	\$104,940	\$106,650
3000 - Purchased and Contracted Services	\$614,386	\$869,385	\$1,088,985
4000 - Library Materials and Information	\$-	\$-	\$-
5000 - Capital Outlay	\$-	\$-	\$-
7000 - Other Objects	\$-	\$-	\$-
8000 - Contingency	\$-	\$-	\$-
General Fund	\$993,604	\$1,417,565	\$1,669,750
Other Funds:			
200 - Termination Benefits/27th Pay Fund	\$902	\$-	\$-
212 - Friends Foundation Grand Fund	\$-	\$-	\$-
401 - Building Fund	\$131,320	\$716,500	\$764,000
402 - Technology Fund	\$-	\$-	\$-
502 - Unclaimed Monies Agency Fund	\$-	\$-	\$-
Total Other Funds:	\$132,222	\$716,500	\$764,000
Total:	\$1,125,826	\$2,134,065	\$2,433,750

Information Services Support

Includes technology department staff salaries and benefits, technology-related professional services, rent/leased software, minor technology furniture and equipment and network and technology infrastructure.

Technology Department staff:

- Provide end-user support for hardware and software to provide services to the community and operate the Library
- Maintain and support the servers, data storage devices, networking equipment and software systems for the Library
- Design, document and oversee the daily operation of the network
- Design and maintain computer system procedures and solutions to help the Library operate more efficiently and effectively
- Provide help desk support for all library staff

STAFFING includes the systems administrator and the computer systems analyst. These two staff members serve all three branches.

In 2026, no additional staff are planned.

Information Services Support Staff	2025	2026
Full-Time	2	2
Part-Time	0	0
Total:	2	2

IN 2026, Information Services Support plan to:

- Implement a cybersecurity program in compliance with Ohio HB 96 cybersecurity requirements for public entities and participate in the Ohio Persistent Cyber Improvement Program ([Support Services - Information Services Support and Business Administration](#))
- Develop and implement plans to increase browse circulation ([All](#))
- Implement supervisor expectations ([All](#))
- Introduce and promote Heritage Months, a systemwide initiative highlighting different cultures throughout the year ([All](#))
- Replace scheduled technology infrastructure and equipment upgrades (end-user equipment and software, firewall, server, wireless access points) ([Support Services - Information Services Support](#))

Information Services	2024 Actual	2025 Appropriation	2026 Budget
1000 - Salaries and Benefits	\$193,027	\$205,050	\$216,698
2000 - Supplies	\$9,925	\$9,100	\$7,500
3000 - Purchased and Contracted Services	\$25,625	\$28,040	\$14,500
4000 - Library Materials and Information	\$-	\$-	\$-
5000 - Capital Outlay	\$-	\$-	\$-
7000 - Other Objects	\$-	\$-	\$-
8000 - Contingency	\$-	\$-	\$-
General Fund	\$228,577	\$242,190	\$238,698
Other Funds:			
200 - Termination Benefits/27th Pay Fund	\$-	\$-	\$-
212 - Friends Foundation Grand Fund	\$-	\$-	\$-
401 - Building Fund	\$-	\$-	\$-
402 - Technology Fund	\$395,841	\$374,618	\$398,945
502 - Unclaimed Monies Agency Fund	\$-	\$-	\$-
Total Other Funds:	\$395,841	\$374,618	\$398,945
Total:	\$624,418	\$616,808	\$637,643

Capital Outlay

Includes construction, major repairs and renovations to library facilities and equipment.

NO STAFF are included in this category. The staff responsible for these expenditures are the director of support services (Business Administration) and the facilities staff (Facilities Operation and Maintenance).

IN 2026, the planned projects are:

- Develop and implement plans to increase browse circulation ([All](#))
- Address highlighted concerns/needed changes in the master facility plan released in 2025 ([Support Services - Facilities Operation and Maintenance and Capital Outlay](#))
- Add small study pods at each library location ([Support Services - Facilities Operation and Maintenance and Capital Outlay](#))
- Introduce and promote Heritage Months, a systemwide initiative highlighting different cultures throughout the year ([All](#))

Capital Outlay	2024 Actual	2025 Appropriation	2026 Budget
1000 - Salaries and Benefits	\$-	\$-	\$-
2000 - Supplies	\$-	\$-	\$-
3000 - Purchased and Contracted Services	\$-	\$-	\$-
4000 - Library Materials and Information	\$-	\$-	\$-
5000 - Capital Outlay	\$219,592	\$138,000	\$331,000
7000 - Other Objects	\$-	\$-	\$-
8000 - Contingency	\$-	\$-	\$-
General Fund	\$219,592	\$138,000	\$331,000
Other Funds:			
200 - Termination Benefits/27th Pay Fund	\$-	\$-	\$-
212 - Friends Foundation Grand Fund	\$-	\$-	\$-
401 - Building Fund	\$-	\$-	\$-
402 - Technology Fund	\$-	\$-	\$-
502 - Unclaimed Monies Agency Fund	\$-	\$-	\$-
Total Other Funds:	\$-	\$-	\$-
Total:	\$219,592	\$138,000	\$331,000

Debt Service

Includes the Worthington Park Library lease agreement.

NO STAFF are included in this category.

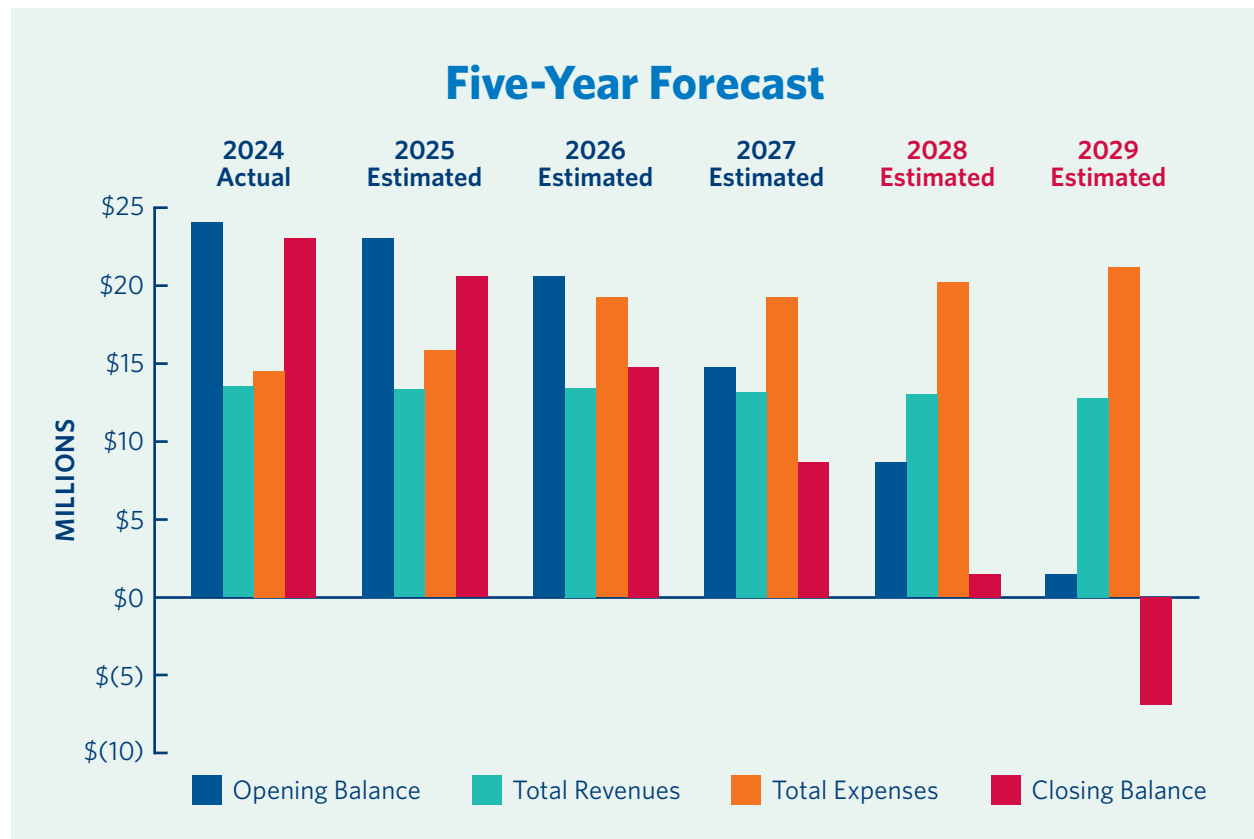
IN 2026, Worthington Park Library will continue to lease space in the current location.

Debt Service	2024 Actual	2025 Appropriation	2026 Budget
1000 - Salaries and Benefits	\$-	\$-	\$-
2000 - Supplies	\$-	\$-	\$-
3000 - Purchased and Contracted Services	\$347,975	\$352,000	\$380,000
4000 - Library Materials and Information	\$-	\$-	\$-
5000 - Capital Outlay	\$-	\$-	\$-
7000 - Other Objects	\$-	\$-	\$-
8000 - Contingency	\$-	\$-	\$-
General Fund	\$347,975	\$352,000	\$380,000
Other Funds:			
200 - Termination Benefits/27th Pay Fund	\$-	\$-	\$-
212 - Friends Foundation Grand Fund	\$-	\$-	\$-
401 - Building Fund	\$-	\$-	\$-
402 - Technology Fund	\$-	\$-	\$-
502 - Unclaimed Monies Agency Fund	\$-	\$-	\$-
Total Other Funds:	\$-	\$-	\$-
Total:	\$347,975	\$352,000	\$380,000

Five-Year Cash Forecast

The chart below illustrates the impact to the library's actual cash position in 2024 and the forecasted cash position through calendar year 2029. The 2025-2029 estimated revenues consist of the Public Library Fund, property taxes and other revenue. Estimated revenues gradually decline due to a planned decrease in the homestead rollback tax. The 2025-2029 estimated expenses are based on the Worthington Libraries Board of Trustees-approved 2025 appropriation, 2026 budget and estimated increases in salaries, benefits, supplies, purchased services and goods, library materials and programming, as well as the continued maintenance of the current three buildings.

The current five year forecast illustrates that the Worthington Library **will not meet the cash balance** requirement as outlined in the Board of Trustees Fund Balance Reserve Policy (Resolution #05-02-22) of two months (16.67 percent) of the operating expenses starting in 2028 and will have a negative cash balance in 2029.



	2024 Actual	2025 Estimated	2026 Estimated	2027 Estimated	2028 Estimated	2029 Estimated
Opening Balance	\$24,055,308	\$23,064,064	\$20,567,157	\$14,774,528	\$8,693,232	\$1,497,596
Total Revenues	\$13,517,318	\$13,322,742	\$13,428,111	\$13,184,763	\$12,995,837	\$12,773,577
Total Expenses	\$14,508,562	\$15,819,650	\$19,220,740	\$19,266,058	\$20,191,474	\$21,167,339
Closing Balance	\$23,064,064	\$20,567,157	\$14,774,528	\$8,693,232	\$1,497,596	(\$6,896,166)

2026 Budget by Library Branch



OLD WORTHINGTON LIBRARY

820 HIGH STREET, WORTHINGTON OH 43085

Old Worthington Library is located in the heart of downtown Worthington. This location houses our largest collection of materials and is the largest by square footage. The library's administrative offices are also located in this building.



NORTHWEST LIBRARY

2280 HARD ROAD, COLUMBUS OH 43235

Northwest Library is located on Hard Road close to the major intersection of 270 and Sawmill Road. This location serves both Worthington and Columbus Metropolitan Library patrons as it sits on the border between our two library jurisdictions. The drive-up window continues to be a popular service point.



WORTHINGTON PARK LIBRARY

**1389 WORTHINGTON CENTRE DRIVE,
WORTHINGTON OH 43085**

Worthington Park Library is located in the Worthington Park Shopping Centre and primarily serves the northeast part of the library's service district.



SYSTEMWIDE MATERIALS AND PROGRAMS

Our website, worthingtonlibraries.org, serves as our digital portal, providing access to library information and materials and a wide array of online services. Our website is available in Spanish, Portuguese, Arabic and Somali. In addition to English, these are the top languages spoken by Worthington Schools students. Systemwide programs are larger events outside of the three physical locations, copy/print/fax services (paper plus machine contracts), answering service, CLC dues, library cards, passport and notary supplies and programming supplies shared by all three physical locations.

Comparisons by Library Building

FINANCIALS

2024 Expenditures

2025 Appropriation

2026 Budget

BRANCH FACTS

Square Footage

Library Staff (budgeted 2026)

Collection (physical items)

PATRON SERVICES

Door Counts

2024

YTD 2025

Browse Circulation

2024

YTD 2025

Hold Circulation

2024

YTD 2025

Program Attendance

2024

YTD 2025

Meeting Room
Reservations

2024

YTD 2025

Study Room
Reservations

2024

YTD 2025

Computer Sessions

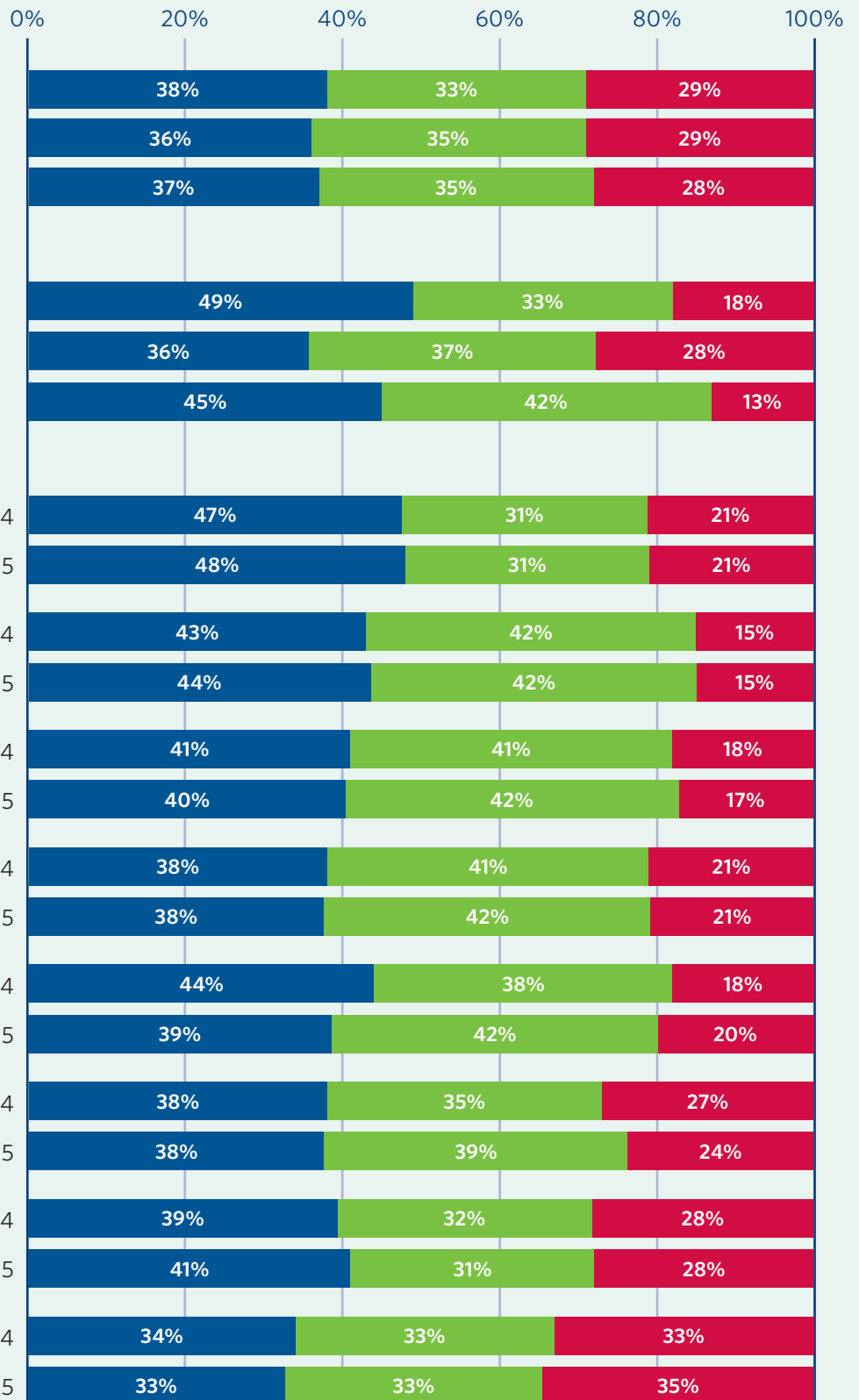
2024

YTD 2025

Pages Printed

2024

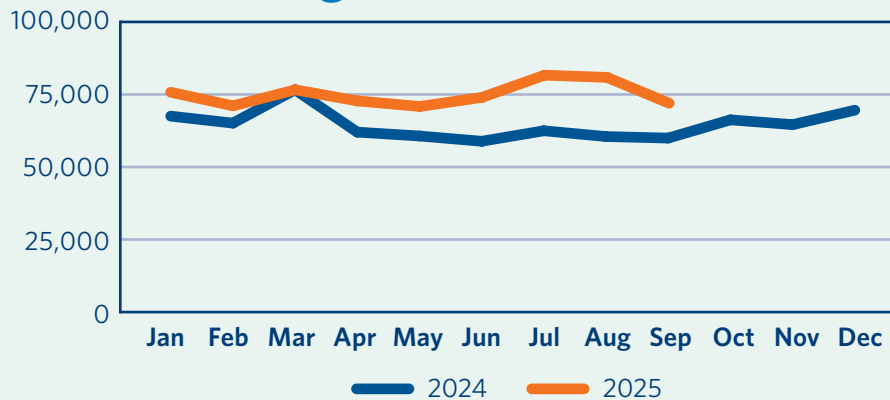
YTD 2025



Old Worthington Library Northwest Library Worthington Park Library

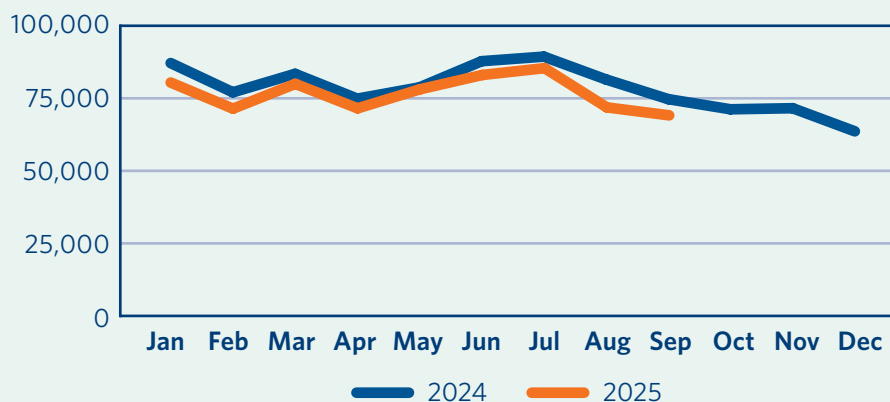
Worthington Libraries Statistics

Digital Circulation



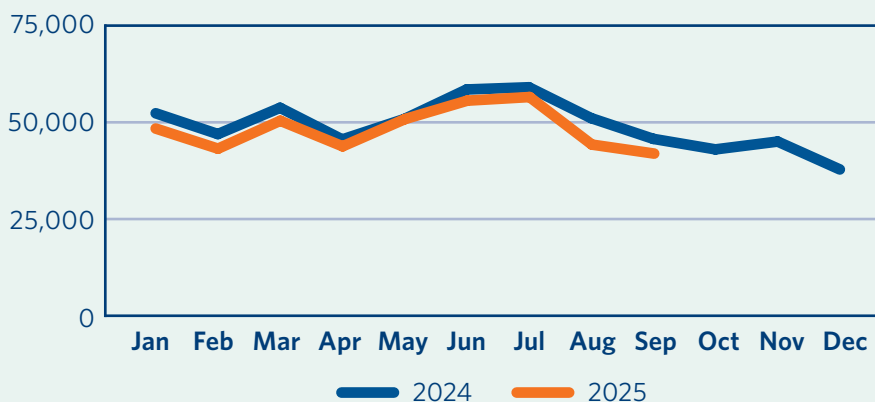
Includes e-books, e-audiobooks and other digital subscription services available through the library's website.

Total First-Time Circulation



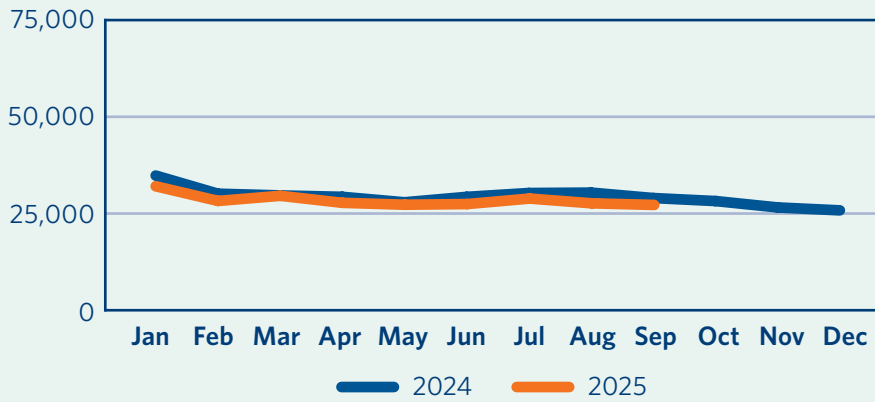
When an item is checked out, it's recorded as a first-time check out. It does not include auto-renewals.

Browse Circulation



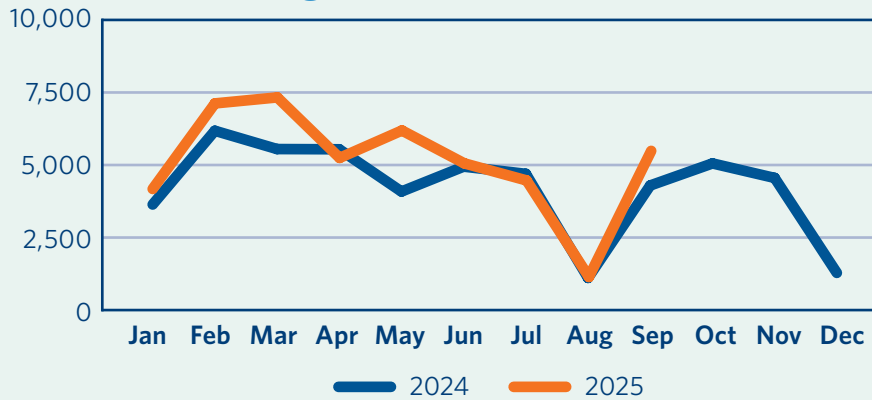
Items not reserved in advance of being checked out.

Hold Circulation



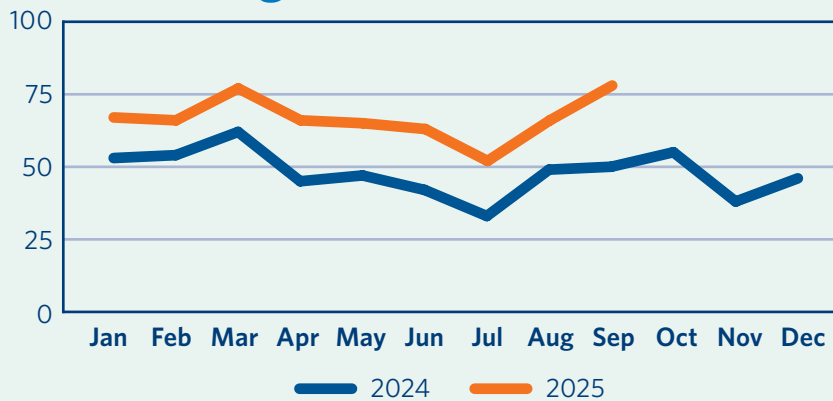
Reserved items checked out by patrons.

Program Attendance



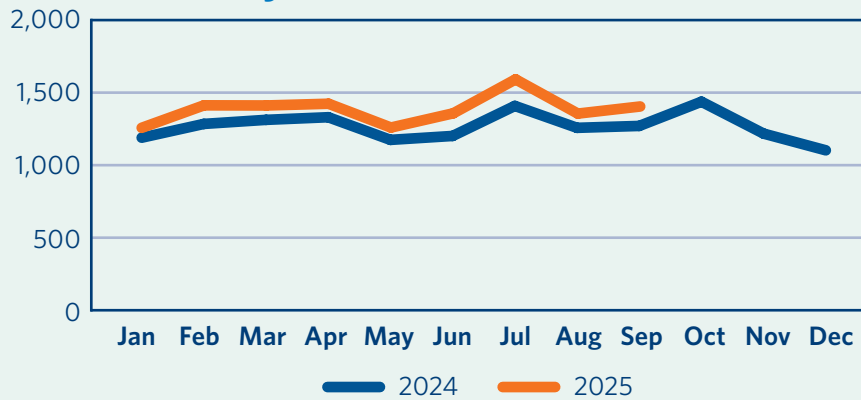
The number of people who attend library programs at all three locations.

Meeting Room Reservations



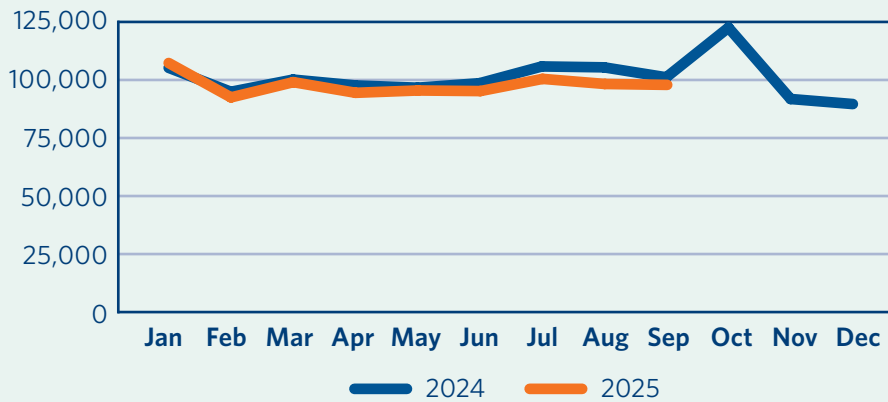
The number of times our three large meeting rooms have been reserved for use by patrons.

Study Room Reservations



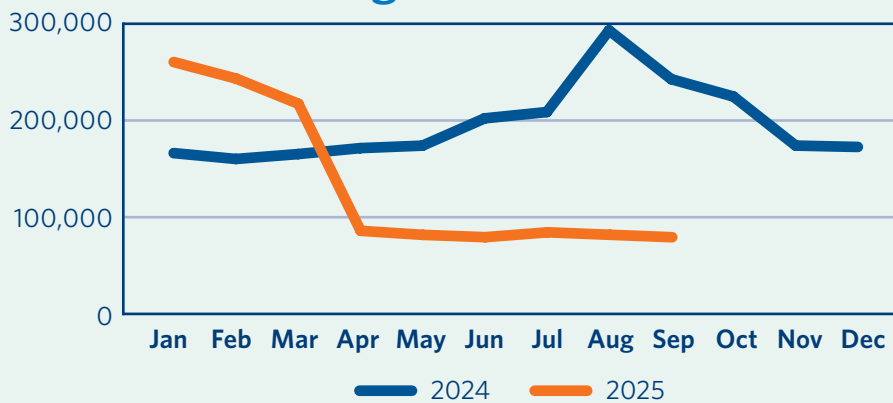
The number of times our multiple study rooms have been reserved for use by patrons.

Website Sessions



A session includes all of a user's activity during a single visit to our website and catalog.

Pages Printed



The number of pages printed by patrons using our libraries.

2024 In the Books

CIRCULATION

3,026,708

Total circulation

2,252,540

Physical



774,168

Digital

PATRONS

109,190

Registered borrowers



PROGRAMS

1,757

Number of programs



50,889

Program attendance



16,641

Outreach program attendance



8,701

Summer Reading participation



WEB TRAFFIC



1,195,583

Website sessions

PATRON SERVICES



18,660

Number of scanning transactions



4,151

Number of faxes



357,446

Free print jobs



805

Notary appointments



14,936

Study room reservations



574

Meeting room reservations

Worthington Libraries

Board of Trustees Financial Policies

Capital Assets Policy (Resolution #05-03-10)

Credit Card (Resolution #01-06-21)

Fund Balance Reserve (Resolution #05-02-22)

Investment Policy (Resolution #11-04-24)

Outstanding Check (Resolution #09-06-21)

Procurement Card Policy (Resolution #03-03-24)

Public Records Policy (Resolution #12-08-07)

Records Retention (Resolution #09-03-21)

Refunds (Resolution #09-04-16)

Surplus Furniture and Equipment (Resolution #05-03-18)

**A FULL LIST OF ALL BOARD POLICIES IS AVAILABLE
ON THE LIBRARY'S WEBSITE:**

worthingtonlibraries.org/about/policies

SCAN ME



CONTACT LIBRARY ADMINISTRATION

BY PHONE:

614-807-2600

IN PERSON:

820 High Street, Worthington, OH 43085