

TRUSTEE PACKET

Materials and draft versions of reports and documents the board reviews during open meetings. See the Approved Minutes posted online after each meeting for a record of board decisions.



Christian County Library's Board of Trustees - Open Session
Tuesday, July 25, 2023 at 6:00 p.m.
Christian County Library, Ozark Community Branch, Meeting Room

Scheduled Start Time: 6:00 p.m.

Consent Agenda

1. Minutes
 - ~~A. Minutes of the Tuesday, June 20, 2023 Special Closed Meeting~~ NA
 - B. Minutes of the Tuesday, June 20, 2023 Open Meeting
2. Financial Reports
 - A. Adjustments to Anticipated Bills for June 2023
 - B. Estimated Bills for July 2023
 - C. Balance Sheet
 - D. Monthly Report
 - E. YTD Budget Update
3. Report of the Executive Director

Administrative Highlights

- Uncovering History: Gravestone Cleaning Program

Old Business

None presented.

New Business

- Welcome to New Trustees
- Officer Elections
- Audit

Public Comments

Adjournment

Posted: 07/18/2023

Tuesday, June 20, 2023: Open Session

Trustees in Attendance: Paula Bishop, Janis Hagen, Matthew Suarez, Stephanie Sekscinski, and Allyson Tuckness.

Trustee(s) Absent: None.

Also present: Wanetta Bright; Renee Brumett; DeeDee Brashers; David Carmichael; John Garrity; Jordan Gloyd; Whit Gillenwaters; Representative Jamie Gragg; Sarah Hayter; Nicholas Holladay; Brandon Jason; Reggie Micham; Aileena Keen; Sherry Leonard; Tory Pegram; Dana Roberts; Deborah Spindle; Randy Sterner; Valerie Swearingen; Mary Thompson; Don Watson; and several additional unidentified guests.

Christian County Library's Board of Trustees met for a regular monthly session on Tuesday, June 20, 2023 in the Large Meeting Room of the Nixa Community Branch.

President Matthew Suarez presided.

Any reports, exhibits, or supporting materials presented during the open portions of this meeting and referred to in these minutes may be obtained [upon request](#).

Start Time: 6:00 p.m.

Consent Agenda

Paula Bishop requested that the Report of the Executive Director be removed. She then congratulated graduating staff and shared her excitement about the new grant funded computers in Nixa, the extensive menu of recent programs, and the continued assortment of notes of praise from patrons.

Allyson Tuckness then moved to approve the Report of the Executive Director. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Sekscinski: Aye; and Trustee Tuckness: Aye.

All remaining items in the consent agenda were adopted without objection.

Public Comments

President Suarez moved public comments to the beginning of the meeting so that Trustees could hear public concerns before any final Board discussion about a potential content-based rating system.

This month speakers included: Wanetta Bright, John Garrity, Sherry Leonard, Aileena Keen, Reggie Micham, Deborah Spindle, and Randy Sterner.

Administrative Highlights

Youth Services Director Dana Roberts shared information about the library's Spring Reading Challenge and highlights of the Summer Reading Challenge so far.

Old Business

Rating System

After individually reviewing the recommendations presented by the library's Executive Director for over a month, doing their own research, and hearing final input from concerned members of the community, Trustees presented their thoughts on the issue to each other and those assembled.

Trustee Tuckness then moved to affirm the analysis provided by Director Brumett advising not to adopt a content-based rating and labeling system. Trustee Sekscinski seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Sekscinski: Aye; and Trustee Tuckness: Aye.

New Business

Policy Updates

Materials Selection Policy

Stephanie Sekscinski moved to adopt the updated *Materials Selection Policy* as presented. Allyson Tuckness seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Sekscinski: Aye; and Trustee Tuckness: Aye.

Censorship Policy

Stephanie Sekscinski moved to adopt the updated *Censorship Policy* as presented. Allyson Tuckness seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Sekscinski: Aye; and Trustee Tuckness: Aye.

Unattended Children Policy

Allyson Tuckness moved to adopt the updated *Unattended Children Policy* as presented. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Sekscinski: Aye; and Trustee Tuckness: Aye.

Meeting & Study Room Policies

Allyson Tuckness moved to adopt the updated *Meeting & Study Room Policies* as presented. Stephanie Sekscinski seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Sekscinski: Aye; and Trustee Tuckness: Aye.

Adjournment

The meeting was adjourned by the Chair at 7:12 p.m.

Christian County Library Adjustment Report for June 2023

	Anticipated	Actual	Adjustment
ADT LLC	309.59	591.34	281.75
Amazon Capital Services, Inc.	6,997.04	8,582.30	1,585.26
Anthem Blue Cross Blue Shield	-	1,320.00	1,320.00
Baker & Taylor-Books	3,257.71	2,535.04	(722.67)
Beach Cats Acoustic	-	300.00	300.00
Buffalo Soldiers	-	428.75	428.75
Casey's General Store	255.81	43.82	(211.99)
Chuck Mercer	120.00	-	(120.00)
City of Nixa	3,407.73	3,744.22	336.49
Credit Card	4,833.36	4,648.12	(185.24)
Crowder College Lee Library	-	28.99	28.99
GFL Environmental (formerly WCA)	347.82	-	(347.82)
Haven Games	-	133.24	133.24
Lakeland Office Systems	297.94	49.04	(248.90)
Lowe's	-	13.30	13.30
Mercy Specialized Billing Services	88.50	175.50	87.00
Mineral Area College	-	9.64	9.64
Ozark Water Department	40.58	22.50	(18.08)
Personnel	158,856.84	160,173.50	1,316.66
Square, Inc.	47.58	49.36	1.78
UniFirst Corporation	1,092.06	875.44	(216.62)
USA Today	-	36.93	36.93
Verizon Wireless	2,654.60	1,969.56	(685.04)

Annual Membership Fee

Original Anticipated Bills	230,709.15
Adjustment	3,123.43
Reimbursements	0.00
Total June 2023 CCL Bills	233,832.58

CDs	
CD#: 37840052 matures August 28, 2023 (int rate .35%)	250,000.00
CD#: 197708399 matures September 15, 2023 (int rate .15%)	253,604.05
CD Total	503,604.05
Ozark Bank Checking	1,782,424.47
Southern Bank Checking (SONDHI)	142,866.36
Undeposited Funds	
Cash Drawer (\$40 @ Clever, \$40 @ Nixa, \$80 @ Ozark, \$40 @ Sparta)	170.00
Printer Change Bag (Clever - \$40; Nixa - \$40; Ozark - \$80, Sparta - \$57)	237.00
Petty Cash (Nixa - \$120; Ozark - \$50)	170.00

Bond Funds	
CCL Cop 2020 REV	0.00
CCL Cop 2020 PROJ	1,013,222.32
CCL Cop 2020 COI	0.00
CCL Cop 18 Prj	0.00
CCL Cop 18 Lrf	0.00
CCL Cop 18 Rf	112,415.30
Total Library Funds as of June 30, 2023	3,555,109.50

Foundation Funds	
CCLF Checking	98,885.56
Community Foundation of the Ozarks - CCLF Fund Finley (as of 1st Qtr 2023)	8,604.51
Community Foundation of the Ozarks - CCLF Fund - Nixa (as of 1st Qtr 2023)	1,041.45
	0.00
Total Foundation Funds	108,531.52

***Total Current CCLF and CCL Assets** 3,663,441.02

Anticipated Bills

July 2023

	Jul 23	
ADT LLC	309.59	
Amazon Capital Services, Inc.	2,838.89	
Amigos Library Services	2,000.00	
Baker & Taylor-Books	4,187.75	
Blackstone Publishing	445.16	
Casey's General Store	223.13	
Cengage Learning	367.36	
Chilton's Environmental Services LLC	2.00	
Chuck Mercer	90.00	
City of Clever	23.76	
City of Sparta	50.80	
Concur Technologies, Inc.	390.00	
Credit Card	5,626.63	
Debra Tucker - Yoga Instructor	200.00	
GFI Digital	888.24	
GFL Environmental (formerly WCA)	172.38	
Hannibal LaGrange University	30.00	
Hoopla by Midwest Tape	7,074.75	
Lakeland Office Systems	418.90	
Liberty Utilities	2,766.60	
Lowe's	21.84	
Mercy Specialized Billing Services	87.00	
Midwest Tape	632.65	
Miles CPA & Associates, LLC	8,000.00	Audit
Missouri Employers Mutual	798.66	
MOBIUS	17,266.95	
Nixa Utilities	2,394.52	
OCLC, Inc.	1,686.62	
OverDrive, Inc.	987.85	
Ozark Water Department	128.98	
Paychex	80.00	
Quadient Finance USA, Inc	300.00	
Quadient Leasing USA, Inc.	811.17	
Quality Clean, LLC	2,650.00	
Republic Services	178.03	
Socket	617.31	
Spire (formerly Missouri Gas Energy)	209.00	
Springfield Business Journal	119.00	
Springfield News Leader	82.31	
Springfield Roofing Systems	245.00	
Springfield Striping and Sealing	8,949.20	Ozark Parking Lot
Square, Inc.	49.36	
Staples	124.47	
SWMO Services	1,084.00	
The Library Store, Inc.	231.14	
The Wall Street Journal	659.88	
Tulsa City-County Library	20.00	
UniFirst Corporation	3,509.53	
Unique Management Services	93.20	
Verizon Wireless	2,594.88	
Personnel	160,324.60	
TOTAL	243,043.09	

Balance Sheet

As of June 30, 2023

Jun 30, 23

ASSETS

Current Assets

Checking/Savings

Southern Bank Checking (SONDHI)	142,866.36
CCLFoundation -Do not Reconcile	
CCLFoundation Checking Account	98,685.56
Community Foundation of the Oza	
CCLFoundation Fund - Finley	8,604.51
CCLFoundation Fund - Nixa	1,041.45
Total Community Foundation of the Oza	<u>9,645.96</u>
Total CCLFoundation -Do not Reconcile	108,331.52
CD's	503,604.05
Ozark Bank Checking	<u>1,782,424.47</u>
Total Checking/Savings	2,537,226.40

Other Current Assets

Cash on hand	170.00
Petty Cash	170.00
Printer Change Bag	<u>237.00</u>
Total Other Current Assets	577.00

Total Current Assets 2,537,803.40

Other Assets

CCL Cop 2020 PROJ	1,013,222.32
CCL Cop 18 Rf	<u>112,415.30</u>
Total Other Assets	1,125,637.62

TOTAL ASSETS 3,663,441.02

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	2,564.32
Other Current Liabilities	
Payroll Liabilities	<u>22,801.70</u>
Total Other Current Liabilities	22,801.70

Total Current Liabilities 25,366.02

Total Liabilities 25,366.02

Equity 3,638,075.00

TOTAL LIABILITIES & EQUITY 3,663,441.02

Christian County Library
Monthly Report
June 2023

07/21/23

	Jun 23
Ordinary Income/Expense	
Income	
Tax Rev	
County Taxes	18,501.36
Total Tax Rev	18,501.36
Copier/Fines/Fees	3,062.21
Foundation Funds	131.98
Gifts/Grants/Reimbursements	1,050.00
Interest Income	414.49
Total Income	23,160.04
Gross Profit	23,160.04
Expense	
Bank Service Charges	49.36
Collection	
Board Games	
Youth Board Games	236.42
Total Board Games	236.42
Technology (Hotspots)	1,880.47
Audio/Visual	
Youth AV	252.64
Adult AV	818.30
Total Audio/Visual	1,070.94
Books	
Youth Services	1,455.04
Electronic Coll. (Hoopla & OD)	6,263.77
Adult Books	2,570.54
Books - Other	28.99
Total Books	10,318.34
Databases	2,391.38
Periodicals & Zinio	1,025.89
Total Collection	16,923.44
Foundation Expense	27.53
Operating Expense	
IT Discretionary Budget	
Computer Hardware	22,195.24
Software/Licensing	1,623.96
IT Discretionary Budget - Other	1,342.58
Total IT Discretionary Budget	25,161.78
Automation	186.40
Building & Grounds	5,485.39
Professional Services	2,016.02
Furniture & Equipment	330.43
Marketing	1,345.55
Outreach	69.88
Postage	150.00
Programming	
Adult Programs	1,752.69
Youth Services Programs	2,673.13
Total Programming	4,425.82
Programming Supplies	

Christian County Library
Monthly Report
June 2023

	<u>Jun 23</u>
Adult Programming Supplies	752.71
Youth Programming Supplies	<u>3,563.43</u>
Total Programming Supplies	4,316.14
Staff & Board- Travel	2,475.84
Supplies	2,299.46
Telephone/Fax/Modem	702.03
Utilities	6,391.59
Vehicles	<u>755.88</u>
Total Operating Expense	56,112.21
Personnel	<u>160,720.04</u>
Total Expense	<u>233,832.58</u>
Net Ordinary Income	<u>-210,672.54</u>
Net Income	<u><u>-210,672.54</u></u>

	Budget	Actual	Difference
2nd Quarter Budget vs. Actual			
INCOME			
Carryover/Bond Funds	-\$435,277	-\$609,363	\$174,086
Tax Revenue	\$2,501,493	\$2,555,671	-\$54,178
Income from Fines & Copier	\$15,000	\$22,157	-\$7,157
State Aid from State Library	\$42,500	\$31,398	\$11,102
Grants/Donations/Reimbursements	\$36,255	\$37,808	-\$1,553
Interest Income	\$8,250	\$8,515	-\$265
Total	\$2,168,221	\$2,046,185	\$122,036

EXPENDITURES			
Capital	\$49,800	\$48,821	\$979
Personnel	\$1,081,021	\$1,020,720	\$60,301
Collection	\$138,350	\$120,164	\$18,186
Operating	\$899,050	\$856,479	\$42,571
Total	\$2,168,221	\$2,046,185	\$122,036

EXPENDITURES BREAKDOWN			
Capital Expenses			
Major Buildings and Grounds	\$49,800	\$48,821	\$979
Major Furniture and Equipment	\$0	\$0	\$0
Major Vehicle	\$0	\$0	\$0
Total Capital Expenses:	\$49,800	\$48,821	\$979
Personnel			
Salaries	\$813,000	\$778,481	\$34,519
FICA 0.0765	\$62,195	\$58,710	\$3,485
MOLAGERS 0.136	\$76,702	\$71,919	\$4,782
Health Insurance	\$95,000	\$83,555	\$11,445
Unemployment Reserve	\$2,500	\$0	\$2,500
Payroll Expenses	\$20,000	\$22,006	-\$2,006
Staff Support	\$1,250	\$1,905	-\$655
Recruiting	\$375	\$520	-\$145
Workers' Compensation	\$10,000	\$3,624	\$6,376
Total Personnel:	\$1,081,021	\$1,020,720	\$60,301
Collection			
Books--Adult	\$25,500	\$24,604	\$896
Books--Youth	\$19,000	\$12,927	\$6,073
Electronic Collections	\$42,000	\$40,088	\$1,912
Periodicals	\$3,150	\$5,348	-\$2,198
AV--Adult	\$9,900	\$5,848	\$4,052
AV--Youth	\$4,300	\$1,498	\$2,802
Library of Things	\$400	\$970	-\$570
Databases	\$34,100	\$28,880	\$5,220
Total Collection Expenses:	\$138,350	\$120,164	\$18,186
Operating Expenses			
Automation	\$40,400	\$34,041	\$6,359
Bond Fees	\$2,000	\$2,000	\$0
Buildings and Grounds	\$50,002	\$45,546	\$4,456
Development	\$200	\$0	\$200
Furniture and Equipment	\$5,400	\$3,557	\$1,843
Information Technology	\$20,458	\$35,703	-\$15,245
Insurance--Library	\$13,500	\$3,066	\$10,434
Lease Expenses and Bond Payments	\$600,033	\$600,037	-\$4
Marketing	\$7,800	\$2,830	\$4,970
Memberships	\$2,120	\$2,152	-\$32
Movie Licenses	\$0	\$0	\$0
Outreach	\$455	\$134	\$321
Postage	\$3,800	\$3,546	\$254
Professional Services	\$25,200	\$19,089	\$6,111
Programming	\$11,479	\$9,274	\$2,205
Programming Supplies	\$8,540	\$9,278	-\$738
Staff and Board Travel	\$15,000	\$9,123	\$5,877
Supplies	\$17,500	\$14,154	\$3,346
Technology (Hotspots)	\$15,000	\$13,216	\$1,784
Tel/Fax/Modem	\$4,998	\$4,350	\$648
Training	\$6,000	\$3,078	\$2,922
Utilities	\$45,000	\$38,915	\$6,085
Vehicles	\$4,165	\$3,388	\$777
Total General Fund: Operating Expenses:	\$899,050	\$856,479	\$42,571

Report of the Executive Director July 2023

Administration

- I attended the MOBIUS annual conference last month in Chesterfield. With some big software changes on the horizon for MOBIUS services it was good to hear from vendors and MOBIUS staff on progress and plans for software migration. It's also always a good opportunity to network with other library staff in the region.
- Director of Communications Nicholas Holladay and I met with some board members of the Billings City Library recently to discuss further collaboration and planning for the future. We brainstormed ways to better serve the Billings community and we will be investigating the feasibility of those further in the coming months.

Buildings & Grounds

- Three of the four vehicles have needed repairs this summer, most of them minor with the exception of a new transmission for the Dodge Caravan. There is currently enough in that budget to cover the costs and we will hope for better luck the rest of the year.

Collection & Services

- We have been working to expand the Library of Things and thanks to a grant from the Foundation, we are in the process of implementing that. Watch for an announcement next month!

Community Engagement

- Several weeks ago, I spoke to the Christian County Optimist Club at their request to share about library services and resources. I gave them some information about the upcoming One Nixa, One Read and encouraged them to participate. They did and shared their photo evidence with us last month.



Programs

- The Nixa branch hosted "Slave to Soldier Presented by the Kansas City Buffalo Soldiers Chapter" with 10 attendees.
- Nixa also hosted the kick off event for "One Nixa, One Read" giving away copies of their chosen title "Wonder" by R.J. Palacio and other activities with 143 attendees.
- The 2nd Field Trip of the year was to the Springfield Botanical Gardens at Nathanael Greene Park. The 18 attendees were treated to an hour tram ride around the gardens. One participant had a spouse who typically uses a scooter to get around, but since this

was accessible for them, they were able to participate together in a field trip and were very appreciative. Another attendee commended the library for having such great adult programming and especially loved the Sparta Community Branch Manager Whit Gillenwaters.



- The Ozark branch hosted "The Game is Afoot!" using case file games to follow clues and discover who committed the crime. There were 10 investigator attendees.
- The Sparta branch partnered with the Christian County Ambulance District for a Helmet Safety program and gave away free bike helmets. There was a great attendance of 30 people.
- Our first Grave Cleaning program of the year was at the IOOF Sparta Cemetery. There were 12 enthusiastic attendees who cleaned stones for 2 hours.

Patron Praise

- A few special notes from our smallest patrons:



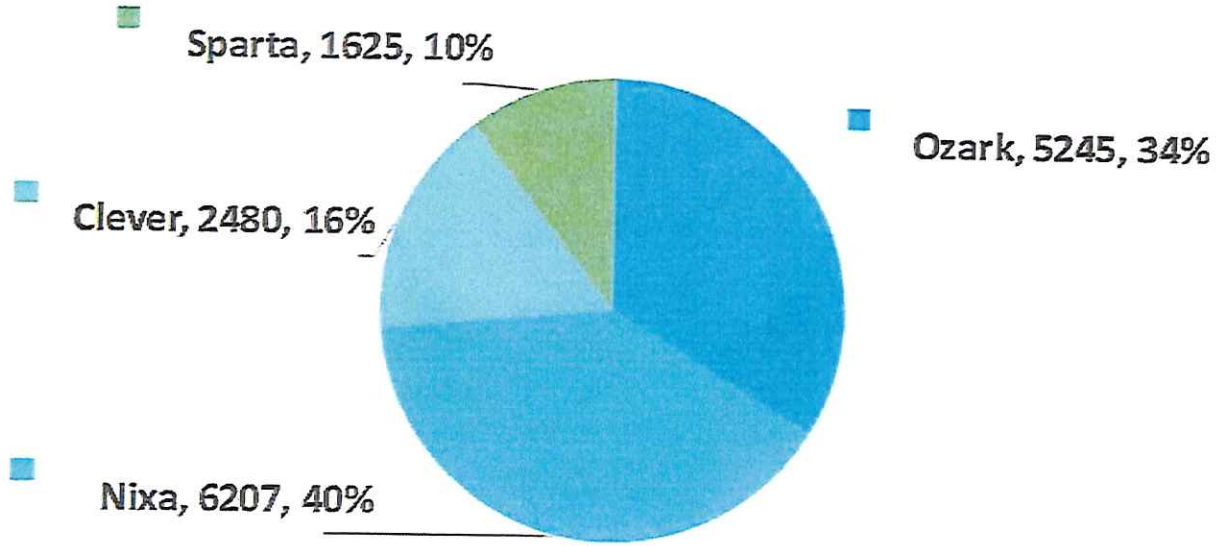
- A homemade gift to one of our youth services staff:
(I <3 Storytime)



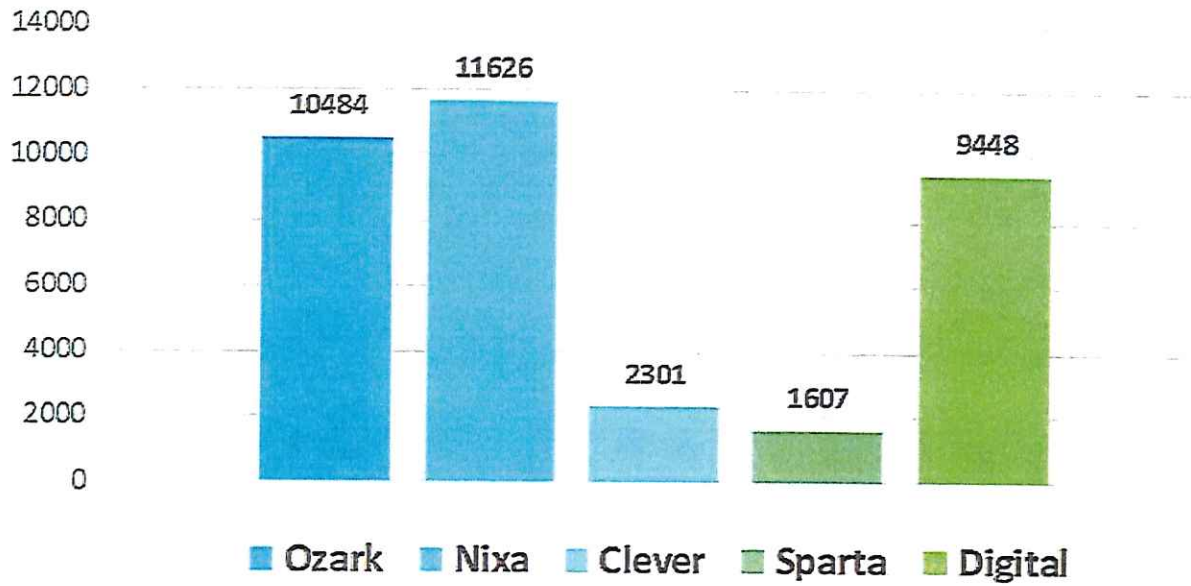
- And another shout out to the Sparta Community Branch staff on a handwritten note:
"Thank you Sparta Library Team for all you do for your library family! All your assistance – smiles – greetings by name – I appreciate you SO MUCH!!!"

June Statistics

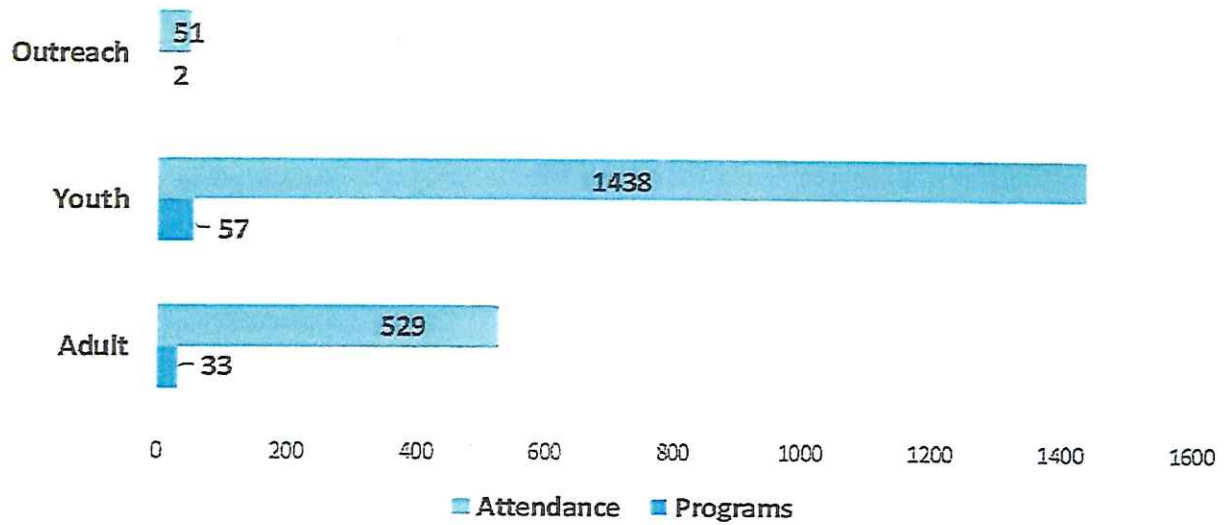
JUNE BRANCH TRAFFIC



June Circulation by Location



June Programs/Attendance



Development Report - July 2023

Fundraisers for CCL

None.

Major Gifts & Restricted Donations

None.

Bequests & Memorials

- \$50 memorial donation to the Clever children's collection.

Grants Awarded

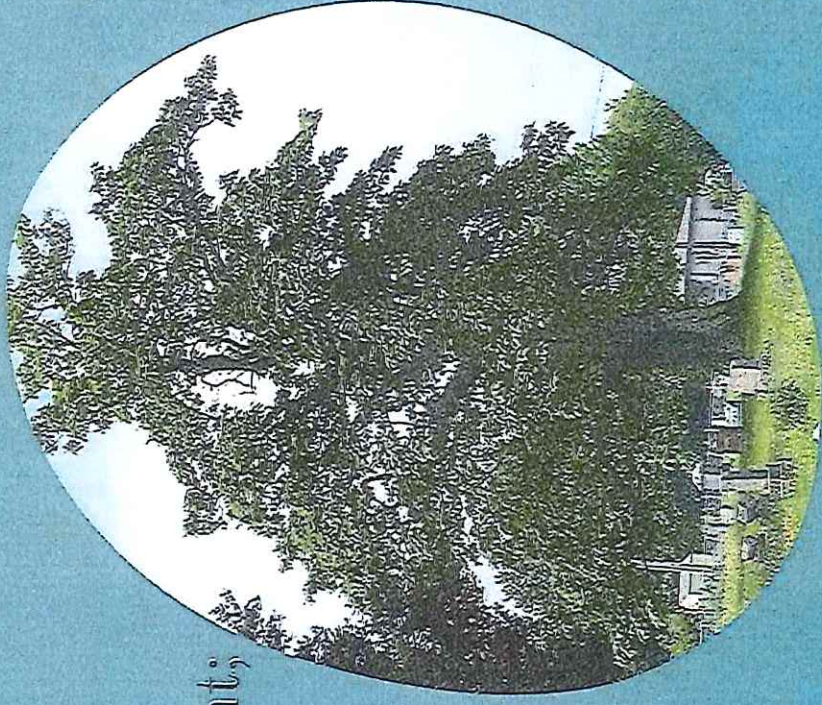
- **LibraryReads Readers' Advisory Institutional Educational Support Program - \$2,400 - 2023 CCL Staff Day - NovelList's "Readers' Advisory Foundations" Keynote Training:** Will provide a two-hour interactive virtual reader's advisory training from NovelList as the keynote event for 2023 Staff Day and both breakfast and lunch for staff. *Submitted June 6th - Awarded June 21st.*

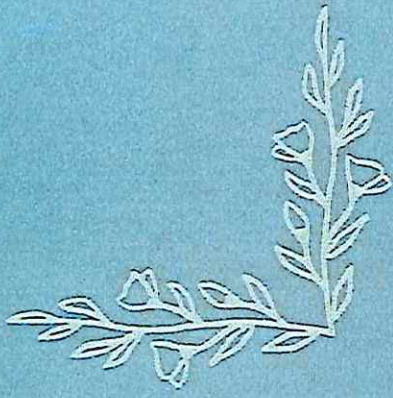


Adult Programming:

Gravestone Cleaning

- Began October 16, 2021
- Friends of the Library grant recipient;
Spring 2022
- 8 cemeteries in Christian County
- 12 programs
- 85 total attendees
- Approximately 170 gravestones cleaned





Tools:

- D/2 Biological Solution
- Nylon brush
- Plastic putlity knife
- Pump sprayer
- Water
- Detail tools: toothbrush, wooden skewers

Do no harm!

D/2 will turn stones a rust or red color as it works on the biological material on the stones. It will scrub/wash away.

Quiet Guide to Grave Cleaning

Supplies:

- D/2 Biological Solution
- Soft bristled brush (nylon or steel)
- Plastic putlity knife
- Pump sprayer
- Water
- Tools for detailed cleaning (toothbrush & wooden skewers or similar pointers)

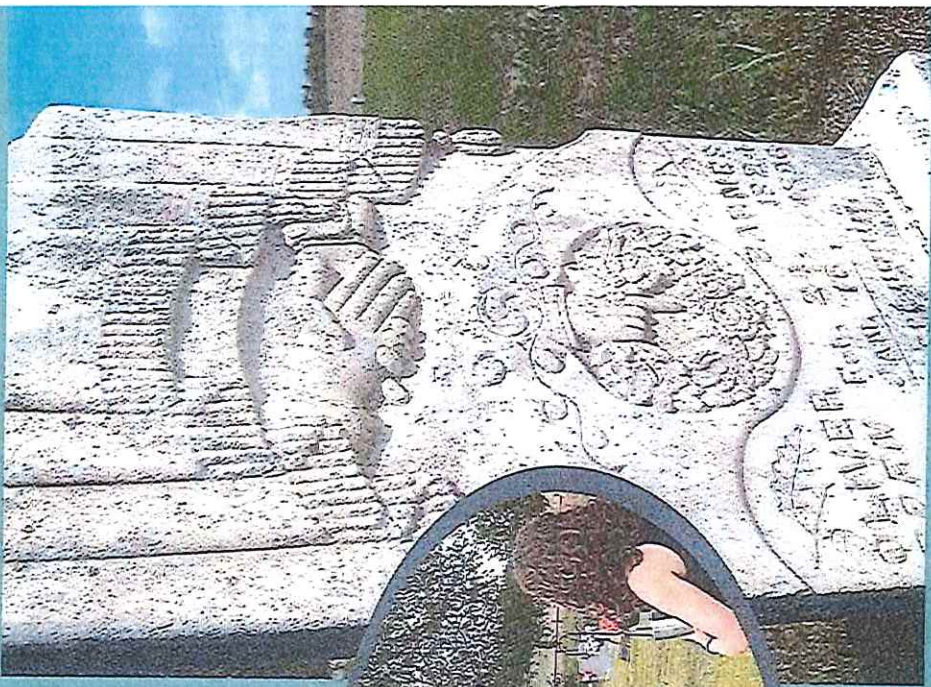
Things to Keep in Mind:

- Do no harm. Least is always best.
- D/2 will turn stones a rust or red color as it works on the biological material on the stones. This is normal and will scrub off.
- Always keep the stones wet with water and D/2 from the time you start cleaning until you are finished.
- Work on one side of the stone at a time to remove water and D/2 from the surface.
- D/2 will not remove all stains immediately. This stain and rain are your friends.
- Always keep the stones wet with water and D/2 from the time you start cleaning until you are finished.

CUMMERCY LIBRARY

Always keep the stones wet with water and D/2 from the time you start cleaning until you are finished.

CUMMERCY LIBRARY



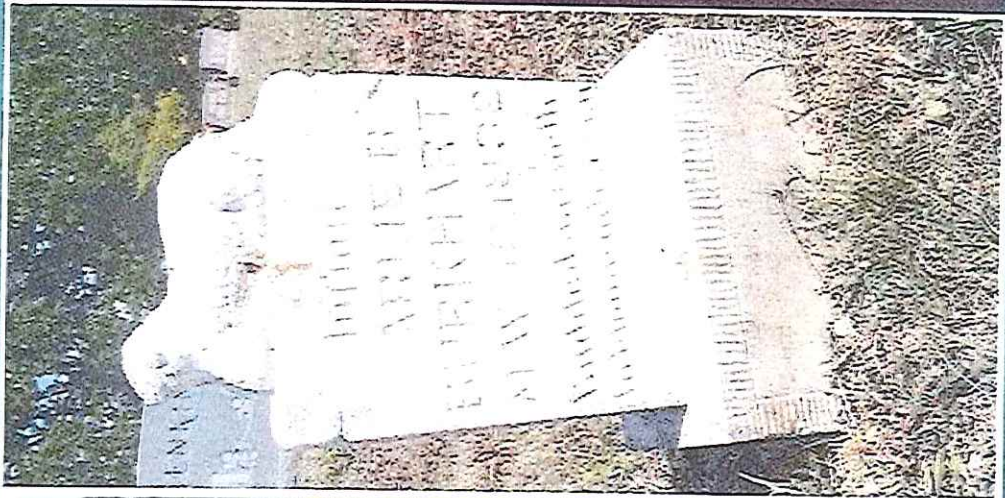


LADNY CARVER
DIED JULY 5, 1922
AGE 114 YEARS

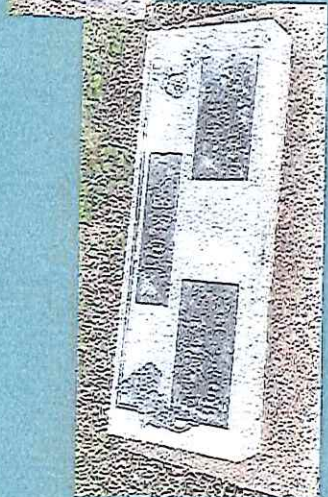
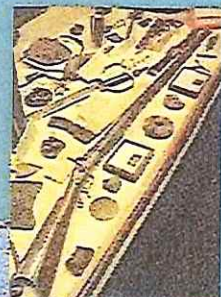


LADNY CARVER
DIED JULY 5, 1922
AGE 114 YEARS





Why do we continue this program?



Source: www.ozarkmountainarea.org



...I especially appreciate the volunteers whose only connection with the cemetery was as community members.
-Pam Harp, McConnell Cemetery

6. DATE OF BIRTH (month, day and year)	Oct-10-1889
7. AGE	112
8. MONTH	8
9. DAY	25
10. PLACE OF BIRTH (city, county, state)	Stenton, Ky

38138 Carver 105 F Oct 1889 M 1 Stenton, Ky



Christian County Commission

100 W. Church Street Room 100
Ozark, Missouri 65721
(417) 582-4300

Presiding Commissioner

Bradley Jackson
Eastern Commissioner

Hosea Bilyeu
Western Commissioner

3 July 2023

Echo Alexander

Dear Echo,

Today, the Christian County Commission voted to affirm your appointment to the Christian County Library Board of Trustees. You will represent the townships of North Galloway, South Galloway, Saddlebrooke, North Linn & South Linn. Your appointment will expire on the 30th day of June 2027.

We thank you for your willingness to serve on this board, and we greatly appreciate you making Christian County a better place!

Sincerely,

Hosea Bilyeu
Western Commissioner

Lynn Morris
Presiding Commissioner

Bradley Jackson
Eastern Commissioner



Christian County Commission

100 W. Church Street Room 100
Ozark, Missouri 65721
(417)582-4300

Presiding Commissioner

Bradley Jackson
Eastern Commissioner

Hosea Bilyeu
Western Commissioner

3 July 2023

Diana Brazeale

Dear Diane,

Today, the Christian County Commission voted to affirm your appointment to the Christian County Library Board of Trustees. You will represent the townships of Cassidy, Riverside, West Finley, East Finley, McCracken & Linden. Your appointment will expire on the 30th day of June 2027.

We thank you for your willingness to serve on this board, and we greatly appreciate you making Christian County a better place!

Sincerely,

Hosea Bilyeu
Western Commissioner

Lynn Morris
Presiding Commissioner

Bradley Jackson
Eastern Commissioner

CCL's Board of Trustees - Officer Roles

Article II: Elections & Appointments

Section I.

Officers of Christian County Library's Board of Trustees shall be elected for the following year at the end of each December meeting. Such officers shall be: President, Vice-President, Secretary, and Treasurer.

Section II.

The President of Christian County Library's Board of Trustees shall preside at all meetings, appoint special committees as needed, and authorize calls for any special meetings. The President shall not vote unless needed to reach a majority.

Section III.

The Vice-President of Christian County Library's Board of Trustees shall assume the duties of the President in the latter's absence.

Section IV.

In the absence of both the President and the Vice-President, the members present shall select a President pro tempore by majority vote.

Section V.

The Secretary of Christian County Library's Board of Trustees, with assistance from the Library's Executive Director or designee, shall keep a true and accurate account of all Board meeting proceedings and shall share custody of meeting minutes with the Library's Executive Director and designee.

Section VI.

The Treasurer of Christian County Library's Board of Trustees shall be the official custodian of all monies of the Library District. The Treasurer of the Board, Executive Director of the Library, and Director of Finance and Business Operations of the Library shall be bonded by a corporate surety. As outlined in the Library's [Procurement Policy](#), checks are required to have two signatures: one from an authorized member of the Board of Trustees (Treasurer or Vice-President) and the other from an authorized member of the Library's Administrative Staff (Executive Director or Director of Development and Strategic Partnerships).

CHRISTIAN COUNTY LIBRARY

FINANCIAL STATEMENTS

FOR THE YEAR ENDED
DECEMBER 31, 2022

CHRISTIAN COUNTY LIBRARY

December 31, 2022

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Independent Auditor's Report

Board of Trustees
Christian County Library
Ozark, Missouri

Opinions

We have audited the accompanying modified cash basis financial statements of the governmental activities and the discretely presented component unit of the Christian County Library as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities and the discretely presented component unit of the Christian County Library, as of December 31, 2022, and the respective changes in the modified cash basis financial position, thereof for the year then ended in accordance with the modified cash basis of accounting as described in Note 1.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Christian County Library, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter—Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting described in Note 1, and for determining that the modified cash basis of accounting is an acceptable basis for presentation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Christian County Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Christian County Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Christian County Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements as a whole that collectively comprise the Christian County Library's basic financial statements. The Budgetary Comparison Schedule-Governmental Fund-Modified Cash Basis information on pages 17-18, which are the responsibility of management, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Miles CPA & Associates, LLC

Springfield, Missouri
July 13, 2023

CHRISTIAN COUNTY LIBRARY
Statement of Net Position - Modified Cash Basis
December 31, 2022

	Primary Government	Component Unit
	Governmental Activities	Christian County Library Foundation
ASSETS		
Cash and cash equivalents	\$ 1,235,167	\$ -
Certificate of deposit	503,141	-
Restricted cash and cash equivalents	1,207,861	107,281
TOTAL ASSETS	2,946,169	107,281
LIABILITIES		
Current Liabilities:		
Accrued expenses	3,901	-
Total Current Liabilities	3,901	-
NET POSITION		
Restricted for debt service	1,207,861	-
Restricted for other purposes		107,281
Unrestricted	1,734,407	-
Total Net Position	\$ 2,942,268	\$ 107,281

See accompanying notes to basic financial statements.

CHRISTIAN COUNTY LIBRARY
Statement of Activities - Modified Cash Basis
Year ended December 31, 2022

	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Governmental Activities	Component Unit	
						Christian County Library Foundation	
<u>Program Activities</u>							
<u>Primary Government:</u>							
Governmental Activities							
Library							
Collections	\$ 237,639	\$ -	\$ 142,455	\$ -	\$ (95,184)	\$ -	-
Personnel	2,002,631	-	-	-	(2,002,631)	-	-
Operations	522,393	36,372	23,154	-	(462,867)	-	-
Capital outlay	2,401,110	-	-	-	(2,401,110)	-	-
Debt Service							
Principal	352,992	-	-	-	(352,992)	-	-
Interest and Fiscal Fees	200,728	-	-	-	(200,728)	-	-
Total Governmental Activities	5,717,493	36,372	165,609	-	(5,515,512)	-	-
Total primary government	5,717,493	36,372	165,609	-	(5,515,512)	-	-
Component Unit:							
Christian County Library Foundation	\$ 15,612	\$ -	\$ 215	\$ -	\$ -	\$ (15,397)	
General revenues:							
County taxes					3,008,003	-	-
Proceeds of capital debt					2,175,000	-	-
Investment income					21,193	287	287
Total general revenues					5,204,196	287	287
Change in net position					(311,316)	(15,110)	
Net Position at beginning of year					3,253,584	122,391	
Net Position at end of year					\$ 2,942,268	\$ 107,281	

See accompanying notes to basic financial statements.

CHRISTIAN COUNTY LIBRARY
 Governmental Funds Balance Sheet - Modified Cash Basis
 December 31, 2022

	December 31, 2022	
	Library	Total Governmental Funds
	<u>Library</u>	<u>Total Governmental Funds</u>
ASSETS		
Cash and cash equivalents	\$ 1,235.167	\$ 1,235.167
Certificate of deposit	503.141	503.141
Restricted cash and cash equivalents	1,207.861	1,207.861
TOTAL ASSETS	<u>2,946.169</u>	<u>2,946.169</u>
LIABILITIES		
Current Liabilities:		
Accrued expenses	3.901	3.901
Total Current Liabilities	<u>3.901</u>	<u>3.901</u>
FUND BALANCES		
Restricted	1,207.861	1,207.861
Unassigned	1,734.407	1,734.407
Total fund balances	<u>2,942.268</u>	<u>2,942.268</u>
Total liabilities and fund balances	<u>\$ 2,946.169</u>	<u>\$ 2,946.169</u>

CHRISTIAN COUNTY LIBRARY
 Governmental Funds Revenues, Expenditures, and
 Changes in Fund Balances - Modified Cash Basis
 Year ended December 31, 2022

	December 31, 2022	
	Library	Total Governmental Funds
Revenues		
County taxes	\$ 3,008,003	\$ 3,008,003
Intergovernmental revenue	142,455	142,455
Charges for services	36,372	36,372
Grants, gifts and reimbursements	23,154	23,154
Investment income	21,193	21,193
Total Revenues	<u>3,231,177</u>	<u>3,231,177</u>
Expenditures		
Collections	237,639	237,639
Personnel	2,002,631	2,002,631
Operations	522,393	522,393
Capital outlay	2,401,110	2,401,110
Debt Service		
Principal	352,992	352,992
Interest and Fiscal Fees	200,728	200,728
Total Expenditures	<u>5,717,493</u>	<u>5,717,493</u>
Excess (deficiency) of revenues over expenditures	<u>(2,486,316)</u>	<u>(2,486,316)</u>
Other financing sources		
Capital debt proceeds	<u>2,175,000</u>	<u>2,175,000</u>
Excess of revenues and other financing sources over expenditures	(311,316)	(311,316)
Fund balance-beginning of the year	<u>3,253,584</u>	<u>3,253,584</u>
Fund balance-end of the year	<u>\$ 2,942,268</u>	<u>\$ 2,942,268</u>

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

1. **Summary of Significant Accounting Policies**

A. **Financial Reporting Entity**

The Christian County Library's (Library) financial reporting entity comprises the following:

- Primary Government: Christian County Library
- Discretely Presented Component Unit: Christian County Library Foundation

Primary Government

The Christian County Library is a government district, which is comprised of a Board of Trustees. It was founded in April 1949 and was known as the Christian-Stone County Regional Library. On April 24, 1956, it became the Christian County Library, located in downtown Ozark, Missouri. The Library has now expanded to locations in Nixa, Clever, and Sparta, Missouri, with main administrative offices located in Nixa, Missouri. The Library provides books, audio-visual materials and periodicals for check out to adults and children; public programming such as classes, story hours and activities to promote reading and learning; databases and downloadable materials; lab, public use computers, and internet and wireless access; a meeting room for public gatherings; delivery to and pick-up from community sites; and other related services.

Discretely Presented Component Unit

Discretely presented component units are separate legal entities that meet the financial accountability component unit criteria but does not meet the criteria for blending. A blended component unit meets at least one of the following criteria: (a) the blended component unit's governing body is the same or substantially the same as the Board of Trustees, and there is a financial benefit or burden relationship with the Library, or the Library has operational responsibility for the component unit; (b) the component unit provides services entirely or almost entirely to the Library; or (c) the component unit's debt is expected to be repaid entirely or almost entirely with resources of the Library. The Christian County Library Foundation (Foundation) is a discretely presented component unit of the Christian County Library. The Foundation does not issue separately audited component unit financial statements.

As discussed further in Note 1.C, these financial statements are presented in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

B. **Basis of Presentation**

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the reporting entity as a whole within the limitation of the modified cash basis of accounting.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

They include all funds of the reporting entity except fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. Business-type activities are financed, in whole or part, by fees charged to external parties for goods or services. The Library does not have any business-type activities. The primary government is reported separately from certain legally separate component units for which the primary government is financially accountable. The financial information for the component unit is presented as a discrete column in the Statement of Net Position and Statement of Activities.

On government-wide statements, net position is classified and displayed in three components: 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Net investment in capital assets is capital assets net of accumulated depreciation and reduced by outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Restricted net position is one with constraints placed on their use by either: 1) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or 2) imposed by law through constitutional provisions or enabling legislation. All net position not otherwise classified as restricted, is shown as unrestricted. Generally, the Library would first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net positions are available.

Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitutes its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position or fund balance, revenues, and expenditures or expenses. The funds are organized into two major categories: governmental and proprietary. The Library reports only one governmental-type activity fund.

The difference among assets, deferred outflows, liabilities, and deferred inflows of governmental funds is reported as fund balance and classified as nonspendable, restricted, committed, assigned, and unassigned based on their respective level of constraint. Nonspendable amounts cannot be spent because they either are not in spendable form or are legally or contractually required to be maintained intact. Restricted amounts are constrained regarding use from restrictions externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or by restrictions imposed by law through constitutional provisions or enable legislation. Committed amounts are constrained regarding use for specific purposes pursuant to requirements imposed by formal action of the Library's board. Assigned amounts are constrained by the Library's intent to be used for specific purposes but that are neither restricted nor committed. Unassigned amounts are spendable amounts that have not been restricted, committed, or assigned to specific purposes. The Library would typically use restricted funds first, followed by committed, followed by assigned, and then unassigned, as needed.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

Records are not maintained for capital assets and depreciation and accumulated depreciation. Therefore, no adjustments are reported to differentiate between government-wide and fund financial statements.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe what transactions or events are recorded within the various financial statements. Basis of accounting refers to when and how transactions or events are recorded, regardless of the measurement focus applied.

In the government-wide financial statements, governmental activities and the component unit are presenting using the economic resources measurement focus, within the limitations of the modified cash basis of accounting. The government-wide financial statements focus more on the sustainability of the Library as an entity and the change in aggregate modified cash basis financial position resulting from the activities of the fiscal period.

In the fund financial statements, the current financial resources measurement focus, as applied to the modified cash basis of accounting, is used as appropriate. All governmental funds utilize a current financial resources measurement focus within the limitations of the modified cash basis of accounting. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources given a period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

The accounts of the Library are maintained and the accompanying financial statements have been prepared and presented using the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. This basis involves modifications to the cash basis of accounting to report in the statements of net position or balance sheet cash transactions or events that provide a benefit or result in an obligation that covers a period of time greater than the period in which the cash transaction or event occurred. Such reported balances include credit cards payable and payroll liabilities and related expenses/expenditures arising from cash transactions or events.

The modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses or expenditures (such as accounts payable and expenses for goods or services received but not yet paid and accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows of resources, liabilities, and deferred inflows of resources that do not arise from a cash transaction or event are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

If the Library utilized accounting principles generally accepted in the United States of America, the fund financial statements for governmental funds would use the modified

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

accrual basis of accounting and the government-wide financial statements would be presented in accordance with the accrual basis of accounting.

GASB Statement No. 87, Leases, was issued to better meet the informational needs of financial statement users by improving accounting and financial reporting for leases by governments. The requirements of GASB Statement No. 87 are effective for years beginning after June 15, 2021. The Library implemented GASB Statement No. 87 for the year ended December 31, 2022 and the implementation did not impact beginning fund balance or net position.

D. Cash and Equivalents

Cash consists of amounts in demand deposits, money market savings accounts, and certificates of deposit. The Library considers all highly liquid investments maturing within three months to be cash equivalents. Cash balances are invested to the extent available. Investments include certificates of deposit. Cash, cash equivalents, and investments are stated at cost that approximates fair value.

E. Restricted Assets

Certain revenues received from donors, certain revenues held for debt, or revenues collected under state statutes are classified as restricted because of limitations on how the funds are spent.

F. Capital Assets

The financial statements were prepared using the modified cash basis of accounting. Therefore, items purchased with a useful life longer than the immediate accounting period are expensed in the current period rather than being systematically depreciated over the useful life of the purchased item or the lease term.

G. Leases payable

The financial statements were prepared using the modified cash basis of accounting. Lease payables are not recorded on the government-wide statements as lease payable on the Statement of Net Position. Lease payables arising from cash transactions or events of governmental funds are not reported as liabilities in the fund financial statements. On the financial statements, payment of principal and interest is reported as expenditures/expenses.

H. Long-Term Debt

The financial statements were prepared using the modified cash basis of accounting. Therefore, long term debt is not recorded on the government-wide statements as long-term debt on the Statement of Net Position. Long-term debt arising from cash transactions or events of governmental funds is not reported as liabilities in the fund financial statements. On the financial statements, debt proceeds are reported as other financing sources and payment of principal and interest is reported as expenditures/expenses.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

I. Property Tax

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied in November and payable by December 31. The county bills and collects the Library tax and remits the taxes, interest and penalties collected the following month.

J. Income Taxes

The District qualifies as an exempt organization under the Internal Revenue Code Section 501 (c)(3) for income tax purposes.

K. Revenues, Expenditures, and Expenses

Amounts reported as program revenues include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions. All other governmental revenues are reported as general revenues. All taxes are classified as general revenue even if restricted for a specific purpose.

L. Interfund Activity

Resource flows between the primary government (the Library) and the discretely-presented component unit (the Christian County Library Foundation) are reported as if they were external transactions and are classified separately from internal balances and activities within the primary government.

M. Pensions

Financial reporting information included in the notes to the financial statements pertaining to the Library's participation in the Missouri Local Government Employees' Retirement System (LAGERS) is prepared in accordance with Governmental Accounting Standards Board ("GASB") Statement No. 68, *Accounting and Financial Reporting for Pensions*, as amended by GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date* as applicable to the Library's modified cash basis of accounting.

The financial statements were prepared using the modified cash basis of accounting. Therefore, employer contributions are recognized when paid and the Library's net pension liability, deferred outflows of resources, and deferred inflows of resources related to pensions are not recorded in the financial statements.

N. Use of Estimates

The preparation of financial statements in accordance with the modified cash basis of accounting used by the Library requires management to make estimates and assumptions that affect certain amounts and disclosures; accordingly, actual results could differ from those estimates.

CHRISTIAN COUNTY LIBRARY

Notes to the Financial Statements

December 31, 2022

O. Risk Management

The Library is exposed to various risks of loss from torts; theft of, damage to and destruction of assets; business interruptions; errors and omission; employee injuries and illnesses; natural disasters; and employee health benefits. Commercial insurance coverage is purchased for claims arising from such matters. Settled claims have not exceeded this commercial coverage in any of the three preceding years.

2. Restricted Net Position

Restricted net position is a net position whose uses are subject to constraints that are either: 1) externally imposed by creditors, grantors, or laws or regulations of other governments, or 2) imposed by law through constitutional provisions or enabling legislation. As well as donor restrictions, cash is restricted for debt service purposes from the issuance of certificates of participation. At December 31, 2022, the required deposits had been met.

Restricted net position at December 31, 2022 is as follows:

	Restricted Cash and Cash Equivalents	Restricted Net Position
Primary Government:		
2018 Debt Fund	\$ 110	\$ 110
2018 Reserve Fund	114,787	114,787
2020 Debt Fund	1,092,964	1,092,964
	<u>\$ 1,207,861</u>	<u>\$ 1,207,861</u>
Component Unit:		
Checking Accounts	\$ 107,281	\$ 107,281
	<u>\$ 107,281</u>	<u>\$ 107,281</u>

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

3. **Deposits**

The Library's deposits are stated at cost and are composed of the following:

	Year Ended December 31, 2022	
	Carrying Amounts	Bank Balance
Primary Government:		
Petty cash	\$ 577	\$ -
Checking account	1,234,590	1,238,790
Certificates of Deposit	503,141	503,141
Total	1,738,308	1,741,931
Held in Trust:		
U.S. Government Agency securities	1,207,861	1,207,861
Total Held in Trust	1,207,861	1,207,861
Total Primary Government	\$ 2,946,169	\$ 2,949,792
Component Unit:		
Checking account	\$ 107,281	\$ 107,281
Total Component Unit	\$ 107,281	\$ 107,281

Interest Rate Risk – In accordance with its investment policy, the Library manages its exposure to declines in fair values by holding investments to maturity.

Custodial Credit Risk – This is the risk that in the event of a bank failure, the Library's deposits may not be returned to it.

Of the total bank balance for the primary government at December 31, 2022, \$1,741,931 was covered by federal depository insurance or by collateral securities held in the Library's name. The remaining \$1,207,860 was invested in U.S. Government securities.

Of the total bank balance for the component unit at December 31, 2022, \$107,281 was covered by federal depository insurance held in the component unit's name.

To protect the safety of the Library's deposits, Section 110.020, RSMo 1986, required depositories to pledge collateral securities to secure Library deposits not insured by the Federal Deposit and Loan Insurance Corporation. As the previous paragraph indicates, the Library and its depository banks were in compliance with the Missouri law.

Concentration of Credit Risk – The Library places no limit on the amount the Library may invest in any one issuer.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

4. **Leases**

The Library entered into a lease agreement in 2017 for space to expand library services to the Nixa area for \$8.825 a month for five years with a purchase option at the end of the lease term. For the year ended December 31, 2022, \$97.075 was paid in lease payments.

The Library entered into a lease agreement in 2018 for use of equipment for \$418 a quarter for five years. For the year ended December 31, 2022, \$1.674 was paid in lease payments.

The Library entered into a lease agreement in 2020 for use of equipment for \$393 a quarter for 5 years and 3 months. For the year ended December 31, 2022, \$1.571 was paid in lease payments.

	Balance 1/1/2022	Additions	Payments	Balance 12/31/2022	Due in One Year
2017 Lease Obligation	\$ 95.043	-	95.043	\$ -	\$ -
2018 Lease Obligation	2.788	-	1.563	1.225	1,225
2020 Lease Obligation	6.213	-	1.386	4.827	1.431
Total Long-term Debt	\$ 104.044	\$ -	\$ 97.992	\$ 6.052	\$ 2.656

Future lease payments at December 31, 2022 are as follows:

December 31,	Principal	Interest	Total
2023	\$ 2.656	\$ 171	\$ 2.827
2024	1.479	92	1.571
2025	1.527	44	1.571
2026	390	3	393
Total	\$ 6.052	\$ 310	\$ 6.362

5. **Long-Term Debt**

The Library entered into a lease purchase agreement (certificates of participation (COPs)) to improve, renovate, and equip library facilities, owned and leased; and expand operations on April 1, 2018. The interest rate on the lease purchase is 3.0% with payments payable semi-annually.

The Library entered into a lease purchase agreement (certificates of participation (COPs)) to improve, renovate, and equip library facilities, owned and leased; and expand operations on January 1, 2020. The interest rate on the lease purchase is 3.0%-4.0% with payments payable semi-annually.

The Library entered into a lease purchase agreement to purchase space to expand library operations on December 29, 2022. The interest rate on the lease purchase is 4.99% with payments payable semi-annually.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

A summary of changes of long-term debt for the year ended December 31, 2022 follows:

	Balance 1/1/2022	Additions	Payments	Balance 12/31/2022	Due in One Year
2018 COPs	\$ 835.000	-	110.000	\$ 725.000	\$ 110.000
2020 COPs	3.700.000	-	145.000	3.555.000	150.000
2022 Lease Purchase	-	2.175.000	-	2.175.000	380.000
Total Long-term Debt	\$ 4.535.000	\$ 2.175.000	\$ 255.000	\$ 6.455.000	\$ 640.000

Long-term debt payments are as follows:

Year	Principal	Interest	Total
2023	640.000	235.870	875.870
2024	595.000	235.745	830.745
2025	620.000	218.947	838.947
2026	655.000	181.164	836.164
2027	675.000	152.020	827.020
2028-2032	1.520.000	484.370	2,004.370
2033-2037	1.200.000	258.000	1,458.000
2038-2039	550.000	33.200	583.200
	\$ 6.455.000	\$ 1,799,316	\$ 8,254,316

6. Pension Plans

A. Plan Description

The Christian County Library defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The Library participates in the Missouri Local Government Employees Retirement System (LAGERS). LAGERS is an agent multiple-employer, statewide public employee pension plan established in 1967 and administered in accordance with RSMo. 70.600-70.755. As such, it is LAGERS responsibility to administer the law in accordance with the expressed intent of the General Assembly. The plan is qualified under the Internal Revenue Code Section 401(a) and is tax exempt. The responsibility for the operations and administration of LAGERS is vested in the LAGERS Board of Trustees consisting of seven persons. LAGERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the LAGERS website at www.molagers.org.

B. Benefits Provided

LAGERS provides retirement, death and disability benefits. Benefit provisions are adopted by the governing body of the employer, within the options available in the state statutes governing LAGERS. All benefits vest after 5 years of credited service. Employees who retire on or after age 60 with 5 or more years of service are entitled to an allowance for life based upon the benefit program information provided below.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2022

Employees may retire with an early retirement benefit with a minimum of 5 years of credited service and after attaining age 55 and receive a reduced allowance.

	2/28/2022
	<u>Valuation</u>
Benefit Multiplier:	2.0% for life
Final Average Salary:	5 Years
Member Contributions:	0%

Benefit terms provide for annual post retirement adjustments to each member's retirement allowance subsequent to the member's retirement date. The annual adjustment is based on the increase in the Consumer Price Index and is limited to 4% per year.

	<u>Plan</u>
Retirees and beneficiaries currently receiving benefits	7
Terminated employees entitled to benefits but not yet receiving them	3
Active Employees	<u>24</u>
Total	<u><u>34</u></u>

C. Contributions

The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by LAGERS. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance an unfunded accrued liability. Full-time employees of the Library do not contribute to the pension plan. The employer contribution rate is 14.20% of annual covered payroll and the employer recognized pension expense of \$144,742 for December 31, 2022 year end.

7. Deferred Compensation

Library employees participate in a nation-wide deferred compensation plan. Participation is on a voluntary payroll deduction basis. The plan permits deferral of compensation until future years. According to the plan, the deferred compensation is not available until termination, retirement, death, or unforeseeable emergency. All deferred amounts are the property of the Library and participants' interest in the plan is that of a general creditor of the Library. It is the opinion of the Library's management that the Library and the Board have no liability for losses under the plan but do have the duty of due care that would be required of an ordinary prudent investor. Amounts on deposit with the Schwab One Trust Account for the Christian County Library participants at December 31, 2022 were approximately \$27,753.

SUPPLEMENTARY INFORMATION

CHRISTIAN COUNTY LIBRARY

Budgetary Comparison Schedule - Governmental Funds - Modified Cash Basis
 Year Ended December 31, 2022

	Original Budget	Budget as Amended	Actual	Variance from Amended Positive (Negative)
Resources (inflows):				
County taxes	\$ 2,862,692	\$ 3,062,692	\$ 3,008,003	\$ (54,689)
Intergovernmental revenue	51,125	51,125	142,455	91,330
Fines, copies, miscellaneous	30,000	30,000	36,372	6,372
Grants, gifts and reimbursements	75,000	85,800	23,154	(62,646)
Interest earned	14,000	14,000	21,193	7,193
Debt proceeds	-	-	2,175,000	2,175,000
Amounts available for appropriation	<u>3,032,817</u>	<u>3,243,617</u>	<u>5,406,177</u>	<u>2,162,560</u>
Charges to appropriations (outflows):				
Collections:				
Books	170,000	170,000	155,816	(14,184)
Periodicals	8,000	8,000	8,438	438
Audio/visual	47,000	47,000	24,569	(22,431)
Database	65,000	65,000	48,816	(16,184)
Total collections	<u>290,000</u>	<u>290,000</u>	<u>237,639</u>	<u>(52,361)</u>
Personnel				
Salaries	1,605,331	1,605,331	1,520,088	(85,243)
Payroll taxes	122,808	122,808	114,249	(8,559)
Retirement-Lagers	155,286	155,286	144,742	(10,544)
Health insurance	200,000	200,000	170,005	(29,995)
Unemployment Reserve	6,400	6,400	-	(6,400)
Payroll Expenses	38,000	38,000	43,565	5,565
Staff Support	2,500	2,500	-	(2,500)
Workmen's compensation	19,500	19,500	9,982	(9,518)
Total personnel	<u>2,149,825</u>	<u>2,149,825</u>	<u>2,002,631</u>	<u>(147,194)</u>
Operating				
Automation	90,000	90,000	75,268	(14,732)
Building and grounds	100,000	100,000	90,734	(9,266)
Development	1,200	1,200	-	(1,200)
Furniture and equipment	15,000	15,000	8,524	(6,476)
Information Technology	75,000	75,000	37,207	(37,793)
Insurance	33,500	33,500	65,291	31,791
Marketing	30,000	30,000	16,512	(13,488)
Membership dues	4,400	4,400	4,269	(131)
Movie Licenses	2,200	2,200	2,076	(124)
Outreach	1,300	1,300	657	(643)
Postage	10,000	10,000	3,263	(6,737)
Professional Services	25,000	25,000	34,686	9,686
Programming	28,392	28,392	18,266	(10,126)
Programming Supplies	19,000	19,000	16,284	(2,716)
Staff and Board Travel	35,000	35,000	20,038	(14,962)
Supplies	40,000	40,000	27,864	(12,136)
Technology	22,000	22,000	33,647	11,647
Telephone, fax and modem	10,000	10,000	8,907	(1,093)
Training	12,000	12,000	10,967	(1,033)
Utilities	40,000	40,000	41,054	1,054
Vehicles	10,000	10,000	6,879	(3,121)
Total operating	<u>603,992</u>	<u>603,992</u>	<u>522,393</u>	<u>(81,599)</u>
Debt Service				
Principal, Interest and Fiscal Fees	439,000	439,000	553,720	114,720
Capital outlay				
Major building and grounds	950,000	2,410,800	2,401,110	(9,690)
Total capital outlay	<u>950,000</u>	<u>2,410,800</u>	<u>2,401,110</u>	<u>(9,690)</u>
Total charges to appropriations	<u>4,432,817</u>	<u>5,893,617</u>	<u>5,717,493</u>	<u>(176,124)</u>
Excess (Deficit) of Revenues				
Over Expenditures	(1,400,000)	(2,650,000)	(311,316)	2,338,684
Budgetary fund balance, January 1	<u>3,253,584</u>	<u>3,253,584</u>	<u>3,253,584</u>	<u>-</u>
Budgetary fund balance, December 31	<u>\$ 1,853,584</u>	<u>\$ 603,584</u>	<u>\$ 2,942,268</u>	<u>\$ 2,338,684</u>

See notes to the supplementary information.

CHRISTIAN COUNTY LIBRARY

Notes to the Budgetary Comparison Schedule-Governmental Funds-Modified Cash Basis
December 31, 2022

1. Budgetary Basis

Annual budgets are adopted on a modified cash basis of accounting where revenues are reported as collected and expenditures when paid. This is consistent with the financial statement presentation. All annual appropriations lapse at year-end.

2. Budgetary Information

Each fund's appropriated budget is prepared on a detailed line-item basis. Revenues are budgeted by source. Expenditures are budgeted by department. This constitutes the legal level of control. Expenditures may not exceed appropriations at this level.

All budget revisions at this level are subject to final review by the Board of Trustees. Revisions to the budget were made during the year and approved by the board.

3. Excess of Expenditures over Appropriations

None.