

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, February 27, 2024 at 6:00 p.m. (Doors open at 5:30 p.m.)
Nixa Community Branch, Large Meeting Room

Consent Agenda

1. Minutes
 - A. Minutes of the Monday, December 18, 2023 Special Meeting - Closed Session
 - B. Minutes of the Monday, December 18, 2023 Open Meeting
2. Financial Reports
 - A. Adjustments to Anticipated Bills for December 2023 & January 2024
 - B. Estimated Bills for February 2024
 - C. Balance Sheet
 - D. Monthly Report
 - E. YTD Budget Update
3. Report of the Executive Director

Administrative Highlights

- 2023 Annual Report

Old Business

- Library Advocacy Day

New Business

- Non-Resident Patron Fee Discussion
- Facilities Update

Public Comments

Adjournment

Posted: 2/21/2024

Monday, December 18, 2023: Open Session

Trustees in Attendance: Echo Alexzander, Diana Brazeale, Janis Hagen, Stephanie Sekscinski (arrived at 6:08 p.m.), and Allyson Tuckness.

Trustee(s) Absent: None.

Christian County Library's Board of Trustees met for a regular monthly session on Monday, December 18, 2023 in the Large Meeting Room of the Nixa Community Branch. 66 members of the community were present.

President Allyson Tuckness presided.

Start Time: 6:00 p.m.

Consent Agenda

Diana Brazeale moved to approve all items in the consent agenda. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Alexzander: Aye; Trustee Brazeale: Aye; and Trustee Hagen: Aye.

Administrative Highlights

Director of Communications and Community Engagement Nicholas Holladay and Outreach Manager Scott Villarreal gave an overview of library outreach highlights.

Old Business

Parent Resources Review

President Tuckness presented in more detail how parents can monitor the books their children have checked out by creating an online coolcat account on the library's website and what to ask for at the circulation desk if they'd like to add a note to their child's card instructing library staff to not allow any check outs without a guardian being present with the child in the library. These safeguards are available for any child under the age of 18. She again reminded the public that library staff are working on and plan to debut a webpage and print materials detailing these parental control mechanisms and a host of readers' advisory tools by the end of the first quarter of next year.

2024 Foundation Meeting Schedule

Trustees volunteered to attend 2024 Foundation meetings as library Board representatives as they were able.

New Business

2024 Officer Elections

Janis Hagen moved to keep all officer positions the same as they were recently recast. Diana Brazeale seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Alexzander: Aye; Trustee Brazeale: Aye; Trustee Hagen: Aye; Trustee Sekscinski: Aye; and Trustee Tuckness: Aye.

2024 Library Advocacy Day

This year's statewide Library Advocacy Day will be held Tuesday, February 6, 2024 in Jefferson City at the Missouri Capitol. All Trustees are invited to attend if interested and available.

Public Comments

This month speakers included: Wanetta Bright, Gretchen Garrity, George Harrison, Aileena Keen, James McDonald, David Rice, and Lucas Underwood.

Adjournment

The meeting was adjourned by the presiding Chair at 6:41 p.m.

Christian County Library Adjustment Report for December 2023 (Unaudited)

	Anticipated	Actual	Adjustment
Amazon Capital Services, Inc.	2,746.60	2,471.39	(275.21)
BambooHR	1,026.93	1,016.48	(10.45)
Casey's General Store	310.71	344.85	34.14
Credit Card	8,014.57	2,716.19	(5,298.38)
Debra Tucker - Yoga instructor	225.00	175.00	(50.00)
GFL Environmental (formerly WCA)	210.37	-	(210.37)
Hoopla by Midwest Tape	7,000.34	-	(7,000.34)
Lakeland Office Systems	419.65	87.78	(331.87)
Lowe's	76.92	93.44	16.52
Ozark Water Department	48.49	-	(48.49)
Personnel	161,216.44	161,923.66	707.22
Republic Services	178.03	-	(178.03)
Square, Inc.	49.08	44.05	(5.03)
Verizon Wireless	1,927.27	-	(1,927.27)

Pd in January

Pd in January

Original Anticipated Bills	259,941.93
Adjustment	(14,577.56)

Reimbursements	0.00
Total December 2023 CCL Bills	245,364.37

CDs

CD#: 37840052 matures August 28, 2025 (int rate .35%)	250,000.00
CD#: 197708399 matures September 16, 2024 (int rate .4%)	254,297.94
CD Total	504,297.94
Ozark Bank Checking	1,033,304.48
Southern Bank Checking (SONDHI)	142,969.42
Undeposited Funds	20.00
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	844,290.23
CCL Cop 2020 COI	0.00
CCL Cop 18 Prj	29.23
CCL Cop 18 Lrf	0.00
CCL Cop 18 Rf	115,801.47
Total Library Funds as of December 31, 2023	2,641,289.77

Foundation Funds

CCLF Checking	88,103.10
Community Foundation of the Ozarks - CCLF Fund Finley (as of 4th Qtr 2023)	8,811.46
Community Foundation of the Ozarks - CCLF Fund - Nixa (as of 4th Qtr 2023)	1,066.49
	0.00
Total Foundation Funds	97,981.05
*Total Current CCLF and CCL Assets	2,739,270.82

Christian County Library Adjustment Report for January 2024 (Unaudited)

	Anticipated	Actual	Adjustment
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-

Original Anticipated Bills	230,008.11
Adjustment	0.00
Reimbursements	0.00
Total January 2024 CCL Bills	230,008.11

CDs

CD#: 37840052 matures August 28, 2025 (int rate .9%)	250,000.00
CD#: 197708399 matures September 16, 2024 (int rate .4%)	254,621.42
CD Total	504,621.42
Ozark Bank Checking	3,381,484.52
Southern Bank Checking (SONDHI)	142,987.63
Undeposited Funds	(1,500.00)
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	844,290.23
CCL Cop 2020 COI	0.00
CCL Cop 18 Prj	29.23
CCL Cop 18 Lrf	0.00
CCL Cop 18 Rf	115,801.47
Total Library Funds as of January 31, 2024	4,988,291.50

Foundation Funds

CCLF Checking	88,659.36
Community Foundation of the Ozarks - CCLF Fund Finley (as of 4th Qtr 2023)	8,811.46
Community Foundation of the Ozarks - CCLF Fund - Nixa (as of 4th Qtr 2023)	1,066.49
	0.00
Total Foundation Funds	98,537.31
*Total Current CCLF and CCL Assets	5,086,828.81

Christian County Library

Anticipated Bills

January 2024

Ace Hardware	14.36	
Admiral Express	153.98	
ADT LLC	906.26	
Amazon Capital Services, Inc.	2,762.40	
American Airlines	502.90	
American Library Association	208.00	Employee Membership for Disc to Conf
Amigos Library Services	4,187.38	
Baker & Taylor-Books	2,369.90	
BambooHR	1,149.24	
Bitwarden	648.00	
Blackstone Publishing	200.00	
Branson Tri-Lakes News	100.00	
Brickstone Ace Hardware	11.96	
Casey's General Store	380.39	
Cengage Learning	384.61	
Center Point Large Print	280.44	
Chilton's Environmental Services LLC	488.00	
City of Nixa	200.00	
City of Sparta	53.40	
Concur Technologies, Inc.	255.00	
Creative Product Source Inc.	730.65	
Credit Card	7,246.32	
Debra Tucker - Yoga instructor	210.00	
Demco, Inc.	95.78	
Dollar Tree	15.04	
DPC Cleaning, LLC	874.12	
Echo Elexzander	483.78	2023 Mileage
GFI Digital	774.00	
GFL Environmental (formerly WCA)	209.91	
Hoopla by Midwest Tape	13,481.60	Nov & Dec
Ingram	1,070.81	
Kenco Fire Equipment, Inc.	80.95	
Lakeland Office Systems	526.60	
Lakeshore Learning Materials	407.97	
Liberty Utilities	1,852.96	
Lowe's	383.50	
Markstaar	1,464.87	Clever Picnic Table
Mercy Specialized Billing Services	172.50	
Midwest Tape	1,253.07	
Missouri Employers Mutual	702.00	
Missouri Library Association	30.00	
Mitchem Tire & Wheel	911.73	
Mountain Country Propane	1,709.33	
Nixa Utilities	1,354.69	
Ozark Water Department	63.08	
Paychex	80.00	

Christian County Library

Anticipated Bills

January 2024

PLA	347.00	Conference
Quadient Finance USA, Inc	150.00	
Quadient Leasing USA, Inc.	392.76	
Quality Clean, LLC	2,650.00	
Republic Services	190.49	
Sho-Me Fire Protection	495.00	
Socket	637.76	
Spire (formerly Missouri Gas Energy)	1,944.76	
Springfield News Leader	59.00	
Square, Inc.	56.49	
Styron & Shilling	1,000.00	
SWMO Services	630.00	
UniFirst Corporation	1,229.32	
Unique Management Services	174.75	
USA Today	26.86	
Verizon Wireless	4,122.40	
World Trade Press	2,399.04	
Zoobean	2,072.70	
Personnel	159,988.30	
TOTAL	<u>\$ 230,008.11</u>	

Christian County Library

Anticipated Bills

February 2024

Feb 24

Admiral Express	219.95	
ADT LLC	636.29	
Amazon Capital Services, Inc.	2,963.40	
Baker & Taylor-Books	2,294.32	
BambooHR	1,149.24	
Blackstone Publishing	359.99	
BOK Financial	1,000.00	Bond Fee
Casey's General Store	140.99	
Cengage Learning	3,881.21	
Center Point Large Print	280.44	
Chilton's Environmental Services LLC	99.00	
Chuck Mercer	270.00	
City of Clever	25.34	
City of Sparta	53.40	
Concur Technologies, Inc.	345.72	
Credit Card	3,615.41	
Debra Tucker - Yoga instructor	270.00	
Dollar Tree	10.00	
FedEx	244.90	
GFI Digital	393.95	
GFL Environmental (formerly WCA)	207.62	
Hoopla by Midwest Tape	7,979.07	
Ingram	1,038.43	
Lakeland Office Systems	268.96	
Liberty Utilities	2,755.23	
Lowe's	(6.85)	
Mercy Specialized Billing Services	88.50	
Midwest Tape	698.03	
Missouri Employers Mutual	1,612.30	
Missouri Library Association	90.00	
Mitchem Tire & Wheel	680.22	
Moody's Investors Service, Inc.	500.00	
Nixa Utilities	2,031.98	
Ozark Bank	55.00	
Ozark Water Department	42.84	
Paychex	160.00	
Payne Sign Company	85.00	
Quadient Finance USA, Inc	550.00	
Quality Clean, LLC	2,650.00	
Republic Services	195.49	
Showcases	345.38	
Socket	636.52	
Spire (formerly Missouri Gas Energy)	3,251.82	
Springfield News Leader	32.00	
Square, Inc.	56.49	

Christian County Library**Anticipated Bills**

February 2024

Feb 24

SWMO Services	7,000.00	Ice & Snow Removal
UniFirst Corporation	983.63	
Unique Management Services	139.80	
USA Today	30.88	
Verizon Wireless	2,129.73	
Personnel	237,345.48	3 Paydays
TOTAL	<u>\$ 291,887.10</u>	

Christian County Library
Balance Sheet - Unaudited
As of December 31, 2023

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Southern Bank Checking (SONDHI)	142,969.42
CCLFoundation -Do not Reconcile	97,981.05
CD's	504,297.94
Ozark Bank Checking	1,033,304.48
Total Checking/Savings	<u>1,778,552.89</u>
Other Current Assets	
Cash on hand	170.00
Petty Cash	170.00
Printer Change Bag	237.00
Undeposited Funds	20.00
Total Other Current Assets	<u>597.00</u>
Total Current Assets	1,779,149.89
Other Assets	
CCL Cop 2020 PROJ	844,290.23
CCL Cop 18 Prj	29.23
CCL Cop 18 Rf	115,801.47
Total Other Assets	<u>960,120.93</u>
TOTAL ASSETS	<u>2,739,270.82</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	340.56
Total Accounts Payable	<u>340.56</u>
Credit Cards	3,348.91
Other Current Liabilities	
Payroll Liabilities	1,870.84
Total Other Current Liabilities	<u>1,870.84</u>
Total Current Liabilities	<u>5,560.31</u>
Total Liabilities	5,560.31
Equity	2,733,710.51
TOTAL LIABILITIES & EQUITY	<u>2,739,270.82</u>

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02/22/24
Cash Basis

Christian County Library
Balance Sheet - Unaudited
As of January 31, 2024

	Jan 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Southern Bank Checking (SONDHI)	142,987.63
CCLFoundation -Do not Reconcile	
CCLFoundation Checking Account	88,659.36
Community Foundation of the Oza	
CCLFoundation Fund - Finley	8,811.46
CCLFoundation Fund - Nixa	1,066.49
Total Community Foundation of the Oza	9,877.95
Total CCLFoundation -Do not Reconcile	98,537.31
CD's	504,621.42
Ozark Bank Checking	3,381,484.52
Total Checking/Savings	4,127,630.88
Other Current Assets	
Cash on hand	170.00
Petty Cash	170.00
Printer Change Bag	237.00
Undeposited Funds	-1,500.00
Total Other Current Assets	-923.00
Total Current Assets	4,126,707.88
Other Assets	
CCL Cop 2020 PROJ	844,290.23
CCL Cop 18 Prj	29.23
CCL Cop 18 Rf	115,801.47
Total Other Assets	960,120.93
TOTAL ASSETS	5,086,828.81
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	340.56
Credit Cards	10,025.64
Other Current Liabilities	
Payroll Liabilities	908.60
Total Other Current Liabilities	908.60
Total Current Liabilities	11,274.80
Total Liabilities	11,274.80
Equity	5,075,554.01
TOTAL LIABILITIES & EQUITY	5,086,828.81

Christian County Library
Monthly Report - Unaudited
December 2023

	Dec 23
Ordinary Income/Expense	
Income	
Library Item for Sale	8.00
Tax Rev	
County Taxes	577,426.91
Total Tax Rev	577,426.91
Copier/Fines/Fees	2,765.90
Foundation Funds	256.83
Gifts/Grants/Reimbursements	120.00
Interest Income	49,067.72
Total Income	629,645.36
Gross Profit	629,645.36
Expense	
Bank Service Charges	83.05
Collection	
Technology (Hotspots)	41.72
Audio/Visual	
Youth AV	246.67
Adult AV	879.98
Total Audio/Visual	1,126.65
Books	
Youth Services	2,408.35
Electronic Coll. (Hoopla & OD)	-368.66
Adult Books	2,623.70
Total Books	4,663.39
Databases	13,674.31
Periodicals & Zinio	76.93
Total Collection	19,583.00
Foundation Expense	166.20
Interest Expense	151.15
Operating Expense	
Training	85.54
IT Discretionary Budget	
Software/Licensing	2,660.43
Total IT Discretionary Budget	2,660.43
Automation	648.26
Building & Grounds	4,409.52
Professional Services	888.60
Furniture & Equipment	56.04
Insurance-Library	44,103.00
Marketing	845.57
Memberships	665.75
Postage	184.20
Programming	307.79
Programming Supplies	396.66
Staff & Board- Travel	870.30
Supplies	1,862.85
Telephone/Fax/Modem	595.11
Utilities	5,433.50

Christian County Library
Monthly Report
December 2023

02/09/24

	Dec 23
Vehicles	386.88
Total Operating Expense	64,400.00
Personnel	160,980.97
Total Expense	245,364.37
Net Ordinary Income	384,280.99
Net Income	384,280.99

Christian County Library
Profit & Loss - Unaudited
January 2024

Cash Basis

	Jan 24
Ordinary Income/Expense	
Income	
Tax Rev	
County Taxes	2,551,426.83
Financial Institution Tax	1,280.08
Total Tax Rev	2,552,706.91
Copier/Fines/Fees	4,088.98
Foundation Funds	761.26
Interest Income	14,294.46
Total Income	2,571,851.61
Gross Profit	2,571,851.61
Expense	
Bank Service Charges	131.49
Collection	
Library of Things	355.59
Technology (Hotspots)	3,402.29
Audio/Visual	
Youth AV	570.92
Adult AV	720.13
Total Audio/Visual	1,291.05
Books	
Youth Services	1,814.57
Electronic Coll. (Hoopla & OD)	13,481.60
Adult Books	3,009.74
Total Books	18,305.91
Databases	6,586.42
Periodicals & Zinio	225.86
Total Collection	30,167.12
Foundation Expense	205.00
Operating Expense	
Training	2,551.82
IT Discretionary Budget	
Computer Hardware	51.99
Software/Licensing	3,645.05
Total IT Discretionary Budget	3,697.04
Automation	2,247.45
Building & Grounds	6,876.00
Professional Services	3,331.60
Furniture & Equipment	1,474.86
Marketing	187.35
Memberships	1,807.75
Postage	544.30
Programming	287.44
Programming Supplies	2,253.41
Staff & Board- Travel	1,711.84
Supplies	2,028.24
Telephone/Fax/Modem	1,357.87
Utilities	7,378.62
Vehicles	1,530.58

Christian County Library
Profit & Loss - Unaudited
January 2024

Cash Basis

	Jan 24
Total Operating Expense	39,266.17
Personnel	160,238.33
Total Expense	230,008.11
Net Ordinary Income	2,341,843.50
Net Income	2,341,843.50

	Budget	Actual	Difference
Year To Date Budget vs. Actual (Unaudited)			
INCOME			
Carryover/Bond Funds	\$716,652	\$291,617	\$425,035
Tax Revenue	\$3,070,493	\$3,229,200	-\$158,707
Income from Fines & Copier	\$30,000	\$41,848	-\$11,848
State Aid from State Library	\$84,934	\$63,071	\$21,863
Grants/Donations/Reimbursements	\$80,000	\$69,309	\$10,691
Interest Income	\$10,000	\$59,679	-\$49,679
Total	\$3,992,079	\$3,754,723	\$237,356

EXPENDITURES			
Capital	\$60,800	\$57,770	\$3,030
Personnel	\$2,162,042	\$2,039,293	\$122,749
Collection	\$276,000	\$243,174	\$32,826
Operating	\$1,493,237	\$1,414,486	\$78,751
Total	\$3,992,079	\$3,754,723	\$237,356

EXPENDITURES BREAKDOWN			
Capital Expenses			
Major Buildings and Grounds	\$60,800	\$57,770	\$3,030
Major Furniture and Equipment	\$0	\$0	\$0
Major Vehicle	\$0	\$0	\$0
Total Capital Expenses:	\$60,800	\$57,770	\$3,030

Personnel			
Salaries	\$1,626,000	\$1,545,905	\$80,095
FICA 0.0765	\$124,389	\$116,661	\$7,728
MOLAGERS 0.136	\$153,403	\$139,455	\$13,948
Health Insurance	\$190,000	\$185,348	\$4,652
Unemployment Reserve	\$5,000	\$0	\$5,000
Payroll Expenses	\$40,000	\$45,079	-\$5,079
Staff Support	\$2,500	\$2,169	\$331
Recruiting	\$750	\$1,050	-\$300
Workers' Compensation	\$20,000	\$3,624	\$16,376
Total Personnel:	\$2,162,042	\$2,039,293	\$122,749

Collection			
Books--Adult	\$51,000	\$48,165	\$2,835
Books--Youth	\$38,000	\$26,550	\$11,450
Electronic Collections	\$84,000	\$92,613	-\$8,613
Periodicals	\$5,000	\$7,843	-\$2,843
AV--Adult	\$24,000	\$11,939	\$12,061
AV--Youth	\$12,000	\$4,223	\$7,777
Library of Things	\$1,000	\$1,061	-\$61
Databases	\$61,000	\$50,780	\$10,220
Total Collection Expenses:	\$276,000	\$243,174	\$32,826

Operating Expenses			
Automation	\$100,000	\$71,356	\$28,644
Bond Fees	\$4,000	\$2,000	\$2,000
Buildings and Grounds	\$100,000	\$89,657	\$10,343
Development	\$300	\$150	\$150
Furniture and Equipment	\$10,000	\$4,471	\$5,529
Information Technology	\$75,000	\$53,421	\$21,579
Insurance--Library	\$34,000	\$47,319	-\$13,319
Lease Expenses and Bond Payments	\$834,257	\$876,027	-\$41,770
Marketing	\$15,500	\$8,802	\$6,698
Memberships	\$2,500	\$3,561	-\$1,061
Movie Licenses	\$2,300	\$2,180	\$120
Outreach	\$1,000	\$1,377	-\$377
Postage	\$8,000	\$6,334	\$1,666
Professional Services	\$50,000	\$41,838	\$8,162
Programming	\$25,000	\$14,428	\$10,572
Programming Supplies	\$14,380	\$14,502	-\$122
Staff and Board Travel	\$30,000	\$20,008	\$9,992
Supplies	\$35,000	\$26,588	\$8,412
Technology (Hotspots)	\$30,000	\$25,680	\$4,320
Tel/Fax/Modem	\$10,000	\$8,328	\$1,672
Training	\$12,000	\$8,795	\$3,205
Utilities	\$90,000	\$76,856	\$13,144
Vehicles	\$10,000	\$10,808	-\$808
Total General Fund: Operating Expenses:	\$1,493,237	\$1,414,486	\$78,751

Report of the Executive Director January-February 2024

Administration

- The County has posted the application for eligible seniors to apply for property tax credits as allowed by SB 190. The library is already starting to see some patrons asking for help with the application and we are seeking some information from county officials so we can accurately assist. We expect an uptick in notary services from this. The Legislature is continuing to discuss and propose amendments for various aspects of the bill so we may see changes in the future. We will have a better sense this fall of what the actual impact to our budget could be.
- There are several bills we are tracking that could have an impact on libraries. Several bills to reduce or eliminate personal property tax or change real property tax. HB 2498 would make library boards partisan, elected, and change the nature of trustee duties. HB 2648 would also make library boards elected but use existing statutes for trustee duties and maintain nonpartisan roles.
- The position of Ozark Branch Manager has been accepted by Nicholas Hyten. He will be coming to us from the Chicago area where he has worked in management roles in several public libraries. He will be joining us in mid-March.
- I have had meetings and walkthroughs of the Nixa building with two different architect firms to discuss what might be involved with preparing to plan for a renovation. They are both submitting proposals for a pre-planning study that would help us determine what is feasible, cost estimates, and a few renderings of a space plan. This would be necessary to begin a formal capital fundraising campaign. Once I have reviewed the proposals, I will update the board and discuss the process and costs.

Buildings & Grounds

- Newly classified Director of IT and Facilities Heath Emerson has been hard at work addressing buildings and grounds issues and making plans for long-term maintenance and attention. We have begun the year with many issues to address and significant costs due to inclement weather.

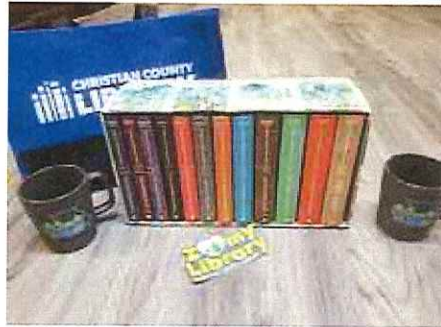
Collection & Services

- Last year we had the Nkoda sheet music database trial and asked for feedback about the resource. While there was interest in a sheet music database, the feedback highlighted a user experience that left a lot to be desired. Staff determined the resource would be cumbersome to use and not worth the price. We are currently doing a similar process with a Mango Languages ASL add-on.

Community Engagement

- Director of Development and Strategic Partnerships Tory Pegram has agreed to serve on the MACAA (Missouri Association of Community Arts Agencies) board. MACAA is an agency that provides grants for arts programming and has helped fund our Outdoor Concert Series in the past.
- Adult Services Librarian Charlee Evans was accepted into a pilot program by the Network of the National Library of Medicine to help train people in community health information. Through this program Charlee will ultimately provide a class for area library staff on health outreach and programming in the community. The NNLM reimburses the library for the time she spends on this program with a \$1,000 stipend.
- Director of Communications and Community Engagement Nicholas Holladay participated in the Hot Soup, Cold Nights event for the Christian County Homeless Alliance on behalf of the library. We were able to contribute a boxed set of "A Series of

Unfortunate Events” along with some library swag to the auction and it sold for \$135 which will benefit the alliance.



- We withdrew several Playaway audiobooks recently and provided them to the Billings City Library, along with some instruction and troubleshooting info to the volunteers at that library.

Programs

- We are so excited to host our first Local Authors Expo on April 20 at the Nixa Community Branch. Applications for booths are open until March 16, and we have already had a huge response.
- The DIY Chocolate Treats program at the Ozark branch was a sweet event! A great turnout with 24 attendees, and enough sugar to make everyone happy.



- D&D related events continue to see huge success, with 24 attendees at a roundtable in Nixa.



- Sparta residents can rest assured that the community will be safe in the future, as turtles in training honed their ninja skills at the Sparta branch.



- A January storytime in Nixa saw some learning in action as a little girl declared herself the teacher and acted as leader, asking the other children what colors they wanted to pick and organizing the game. Youth services staff are doing a great job with early literacy development!



- A series of sewing programs are drawing crowds throughout the district, thanks to the talented Outreach Associate, Abby Ellingsworth. The Clever class had 15 people, necessitating adding a second session of the class in the Nixa branch for space reasons. Both brand new and expert quilters are working together to make quilt blocks.
- Stephanie Hohenshell, a local insurance agent Charlee and I met at the SCORE E3 Women's Conference, is providing free expertise in the retirement and financial planning at a series of in person and virtual classes. While attendance has been varied, people are engaged and appreciative of the content.
- Canasta is the activity of choice at the Sparta branch with 9 people in attendance in January and they clamored for a repeat.

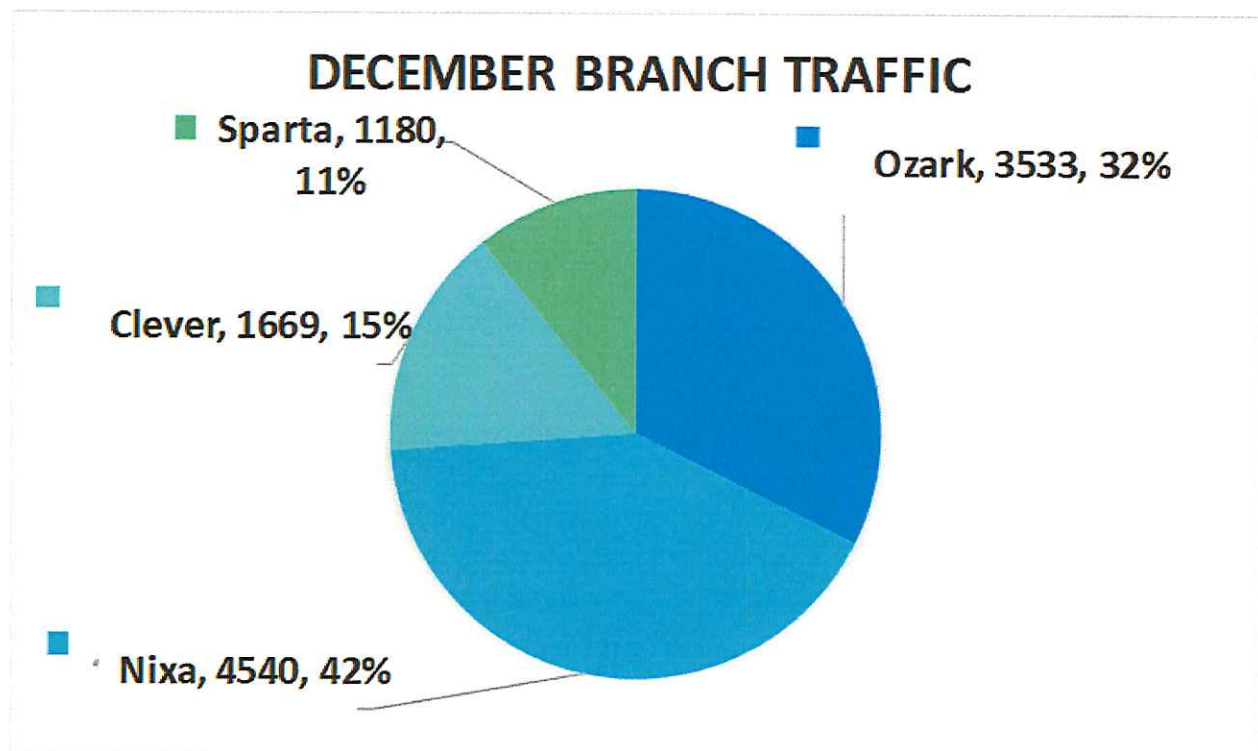
Professional Development

- I attended the winter Missouri Public Library Directors conference in Columbia in early December. It's always a good time to connect with fellow library directors, hear from staff

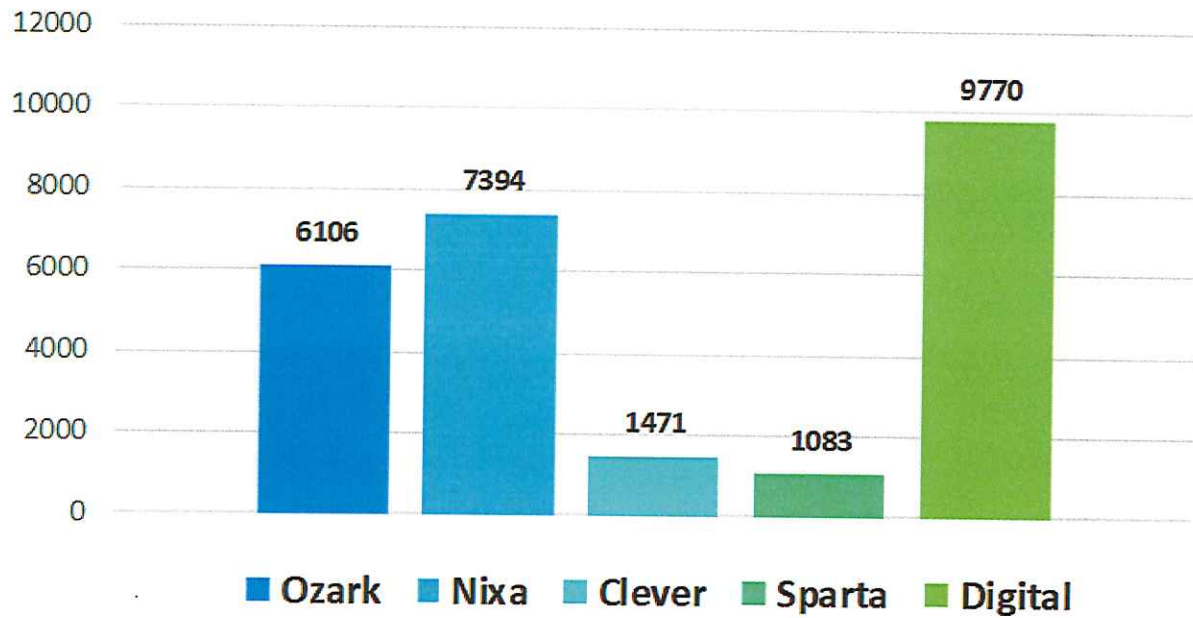
at the State Library, and receive some training. We had a presentation on AI in libraries, had a show & tell session for library swag, and a panel discussion on fundraising.

- Nixa Branch Manager Brandon Jason, Heath Emerson, and I attended a COAD (Community Organizations Active in Disaster) Regional Preparedness and Recovery Conference in Springfield in January. We learned quite a bit about emergency management, disaster response, and community efforts and resources for recovery. It sparked ideas for collaboration with local agencies and nonprofits to prepare for and recover from disasters. We also learned about 20 new acronyms!

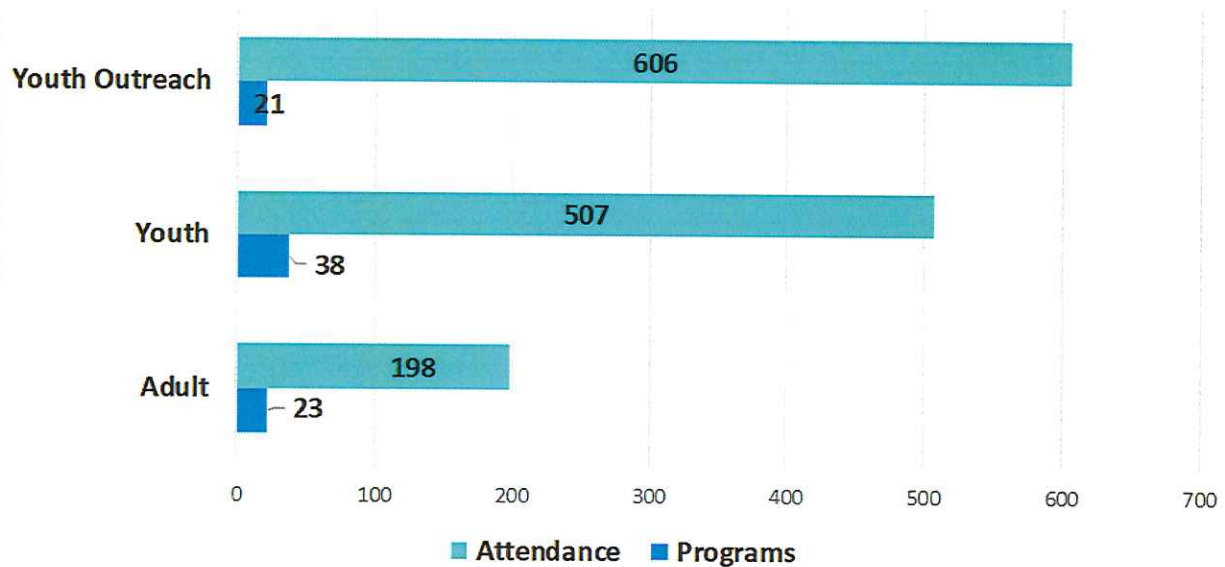
December Statistics



December Circulation by Location

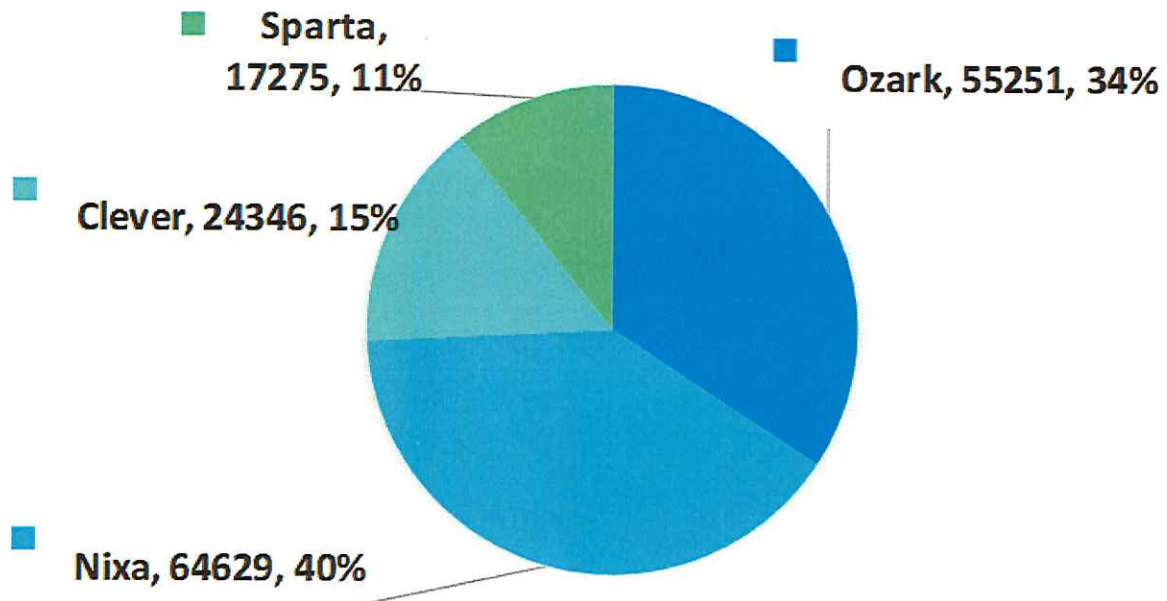


December Programs/Attendance

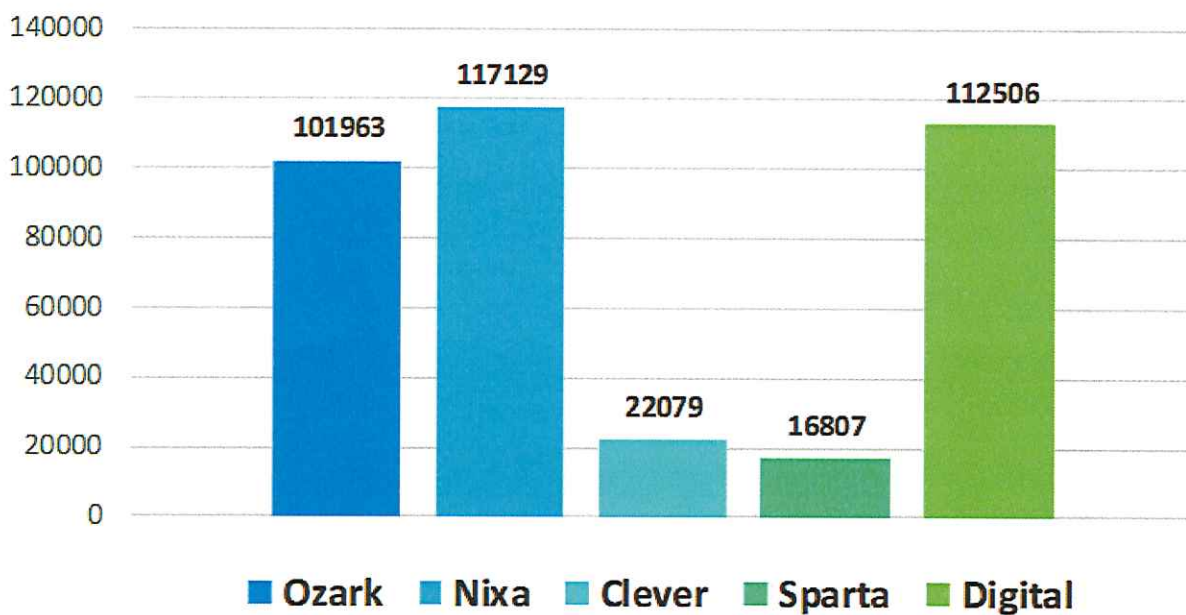


2023 Statistics

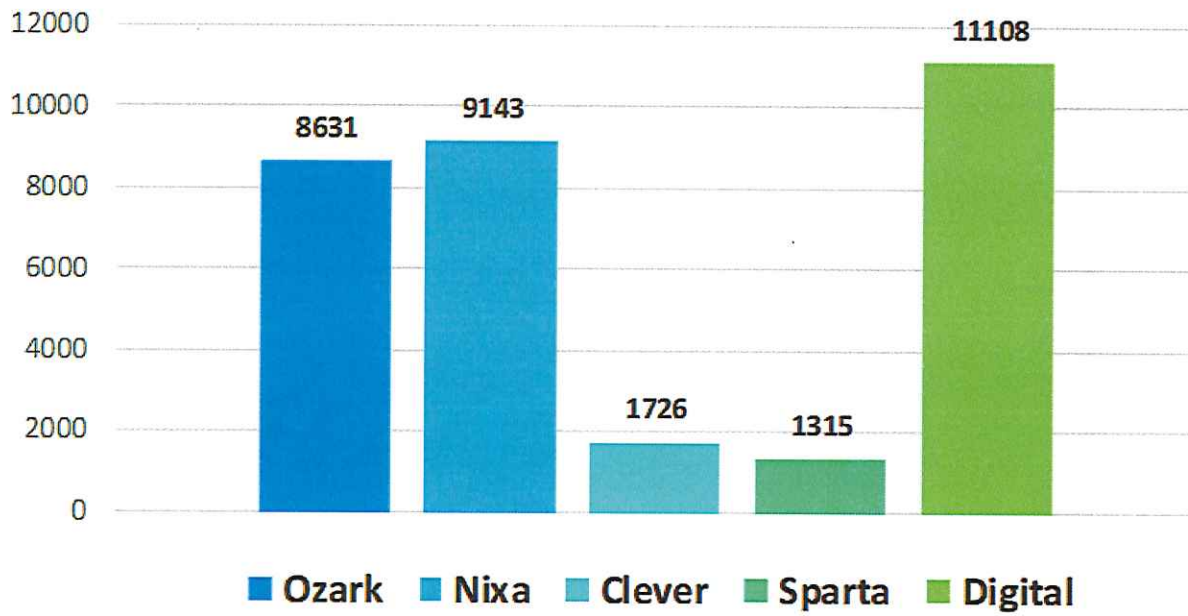
2023 BRANCH TRAFFIC



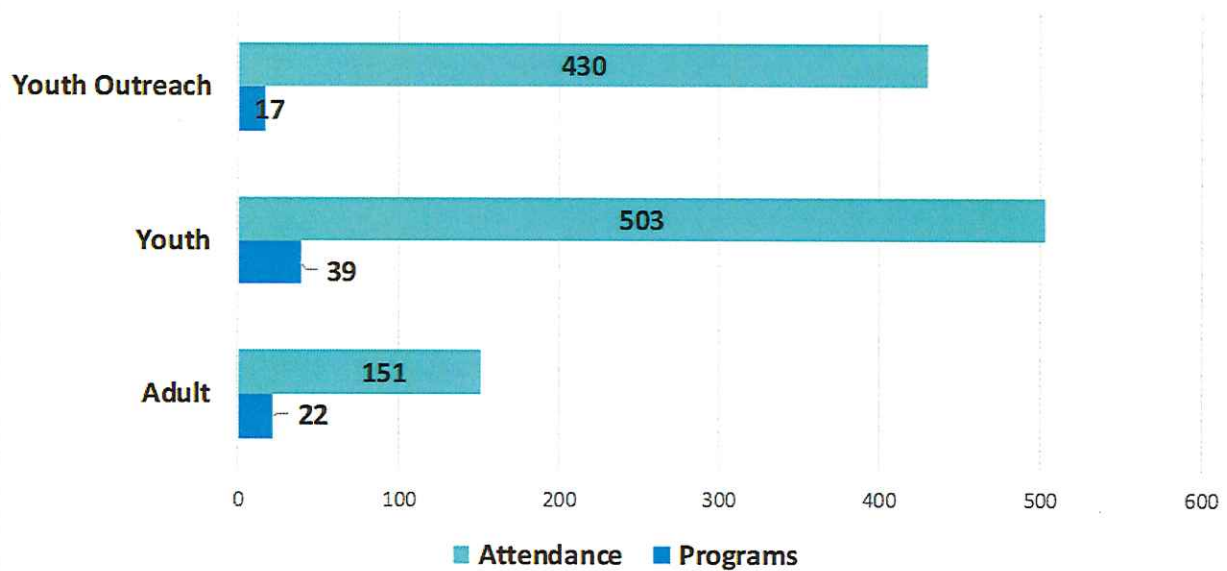
2023 Circulation by Location

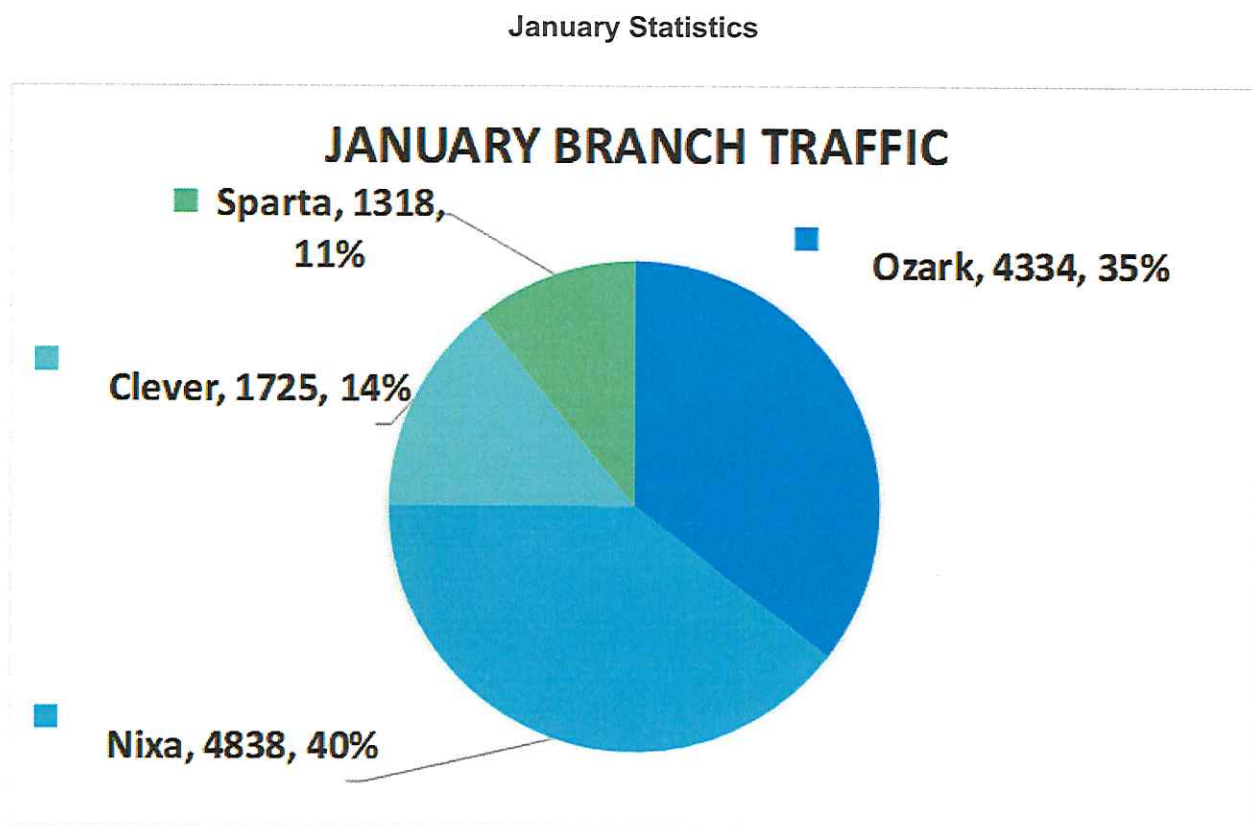
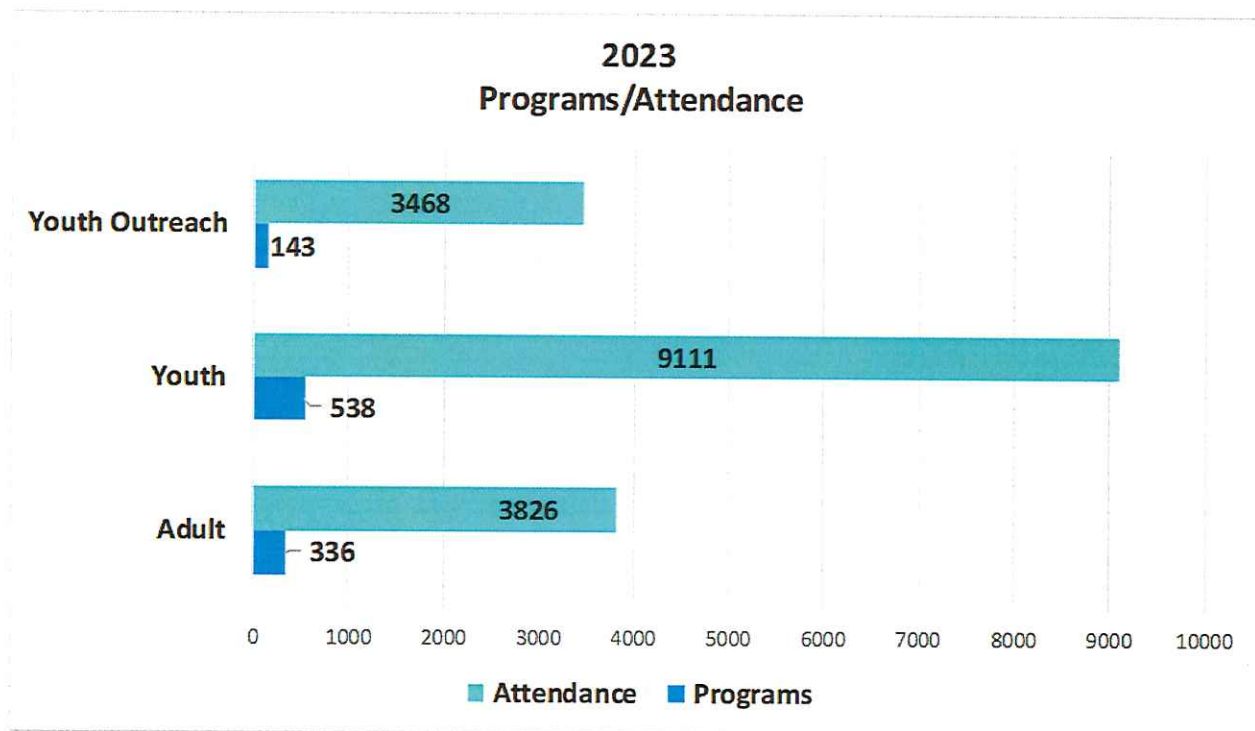


January Circulation by Location



January Programs/Attendance





Development Report - January & February 2024

Major Gifts & Restricted Donations

None.

Bequests & Memorials

- **\$1,500** in memory of Richard J. Becker Jr. and Sr. to be spent on children's materials and adult & YA science fiction audiobooks and playaways in Ozark, and future library renovations in Nixa.

Grants Awarded

- **Friends of the Christian County Library - \$521.07 - *Eclipse Glasses*:** Purchases 500 additional eclipse glasses for upcoming program and patron check out.
Submitted February 16th - Awarded Feb 20th.

Year in Review: 2023 Total Grants Awarded

Grant Name	Grantor	Awarded	Total Amount	Description
LSTA 2023 Technology Ladder Grant - Level Up Nixa	LSTA	3/15/2023	\$25,521.00	Replaced 9 aging public use computers with 12 to match the number of terminals available at other branches; 8 aging patron-facing specialty circulation staff computers with 9 (3 for front service desk staff; 2 for youth services staff, 1 for drive-through transactions, and 3 for Interlibrary Loan and MOBIUS staff); and an outdated projector and screen in the large public meeting room with a smart TV that is easier for patrons to use and see.
Kids and Family Programming	Friends of the Christian County Library	4/1/2023	\$20,000.00	To support kids and family programming.
New More Accessible Drive Through Window (Ozark)	Christian County Library Foundation	5/13/2023	\$2,455.00	Purchased a new "bumped out" drive-through window in Ozark to make the window more usable and accessible.

Library of Things - Yard Games Collection (Clever)	Christian County Library Foundation	5/13/2023	\$638.16	Started a new Library of Things collection to be housed in Clever with three sets of 5 popular yard games: Bocce Ball, Cornhole, Croquet, Horseshoes, and Pickleball.
Teen Work Table (Sparta)	Christian County Library Foundation	5/13/2023	\$502.01	Purchased a new round work table for the teen section in Sparta to meet the demand branch wide for more tabletop workspace.
New Spine Label Printers - Collections	Christian County Library Foundation	5/13/2023	\$1,116.69	Purchased two new thermal label printers and a case each of labels and wax printer ribbons to replace the ancient, finicky, clunky machines they currently use.
Additional Disc Cleaner - Collections (Ozark)	Christian County Library Foundation	5/13/2023	\$246.90	Purchased a second disk cleaning machine (complete with all the necessary, specialty cleaning goop and tools) to be used by the entire CCL system, but housed at least initially in Ozark.
2023 Project Bookbag	ALA (YALSA)	6/1/2023	\$500.00	Funded supplies for Project Bookbag, a community summer outreach program for teens co-sponsored by CCL.
2023 CCL Staff Day - "Readers' Advisory Foundations" Keynote Training	LibraryReads Readers' Advisory Institutional Educational Support Program	6/21/2023	\$2,400.00	Provided a two-hour interactive virtual reader's advisory training as the keynote event for 2023 Staff Day (and food for staff for the day).
YALSA Symposium Scholarship	MOBIUS	8/7/2023	\$1,159.00	Provided registration, travel, food, and lodging expenses for CCL's Youth Services Director to attend YALSA's November Symposium.

Clever Accessible Outdoor Programming & Picnic Table	Christian County Library Foundation	9/20/2023	\$1,464.87	Purchased an ADA compliant rectangular picnic table with 8 foot bench seats (with the tabletop extended on one end for wheelchair access) for patron and staff use in programming and community building.
Mobile Printing at All 4 Community Branches	Christian County Library Foundation	9/20/2023	\$3,487.25	Installed mobile printing software (which includes required upgrades and software licensing fees for one year - from Nov 2023 - Oct 31st, 2024) and paid for the first three months of printer subscription fees (from Nov 2023 through Jan 2024), enabling patrons to print from any Internet-connected device (including from devices at their home) to the public library printer at their preferred Community Branch.
CLSP Collaborative Summer Library Program Promotional Grant	LSTA	12/4/2023	\$665.36	Summer Reading Program Grant
Total Awarded in 2023			\$60,156.24	

2019-2023 Fundraising Summary

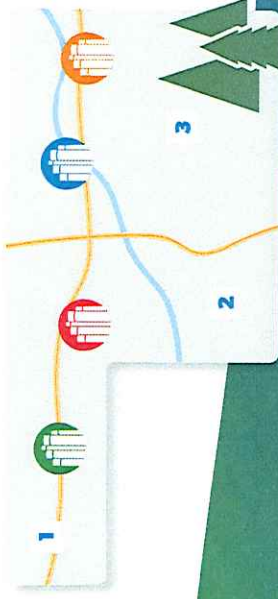
	Grant Funds Awarded	How Many Separate Organizations	How Many Individual Applications	How Many COVID Related	COVID Related Federal Grants	Major Gifts & Restricted Donations (Bequests Included Separately; Friends Not Included in Grants or Donations Until 2023)	Memorials Funds Established	Bequests Matured	Notable Donations of Property and Professional Services
2023	\$60,156.24	6	8	0	\$0.00	\$17,572.29 total; 13 gifts of \$100 or more; 7 of those \$500 or more; 1 was \$10,000 and 1 was \$3,900	4 (\$14,050 total)	None	Summer Reading Prizes, Staff Day Milestone Service Awards, Plants and Gardening in Ozark, Dogwood Tree, Tech Equipment and STEM Supplies
2022	\$18,378.99	4	7	0	\$0.00	\$5,583.26 total; 12 gifts of \$100 or more; 3 of those \$500 or more	2 (\$160 total)	None	Summer Reading Prizes
2021	\$96,391.81	3	6	2	\$68,155.00	\$2,683.24 total; 8 gifts of \$100 or more; 2 of those \$500 or more	4 (\$3,325 total)	None	Summer Reading Prizes, Trex Bench in Nixa, Tulip Bulbs in Ozark, Art Appraisal Services Ozark for Garrison Paintings; 1% Real Estate Sale Commission Fee Reduction
2020	\$116,491.00	5	7	2	\$86,831.00	\$3,488.33 total; 10 gifts of \$100 or more; 2 of those \$500 or more	4 (\$4,480 Total)	3 (\$232,377.38 Combined Total)	Summer Reading Prizes
2019	\$20,300.00	3	3	0	NA	\$1,051.94 total; 5 gifts of \$100 or more; 0 of those \$500 or more	2 (\$55 total)	1 (\$162,110.08 Combined Total)	Summer Reading Prizes, 3-D Printer



2023 Annual Report



Renee Brumett
Executive Director



It's been another year of focused effort to remove barriers to resources. Noteworthy are improvements to the Ozark branch parking lot and drive-thru window, adding virtual tours of the buildings, and increasing the digital collections. Once again, we saw record-breaking digital checkouts.

I'm proud of the new and beneficial ways we've partnered with local organizations. The One Nixa, One Read collaboration was a highlight. Providing space for the Missouri State Highway Patrol to administer driving exams is a unique collaboration and helps improve the quality of life in the county.

In a growing and diverse community like ours, the library must meet a variety of needs and expectations, and we are committed to being a welcoming space for all. As we begin 2024, we will continue to look for ways to connect with and serve the community to fulfill our mission.



BUILDING COMMUNITY FOR ALL THROUGH



christiancountylibrary.org

Clever

7428 W. Veterans Blvd.
(417) 743-2277

Nixa

208 N. McCroskey St.
(417) 724-6100

Ozark

1005 N. 4th Ave.
(417) 581-2432

Sparta

147 Library Ln.
(417) 441-1400

Community Partner Pick-Up & Drop-Off Locations

1

Billings City Library
251 NE US Highway 60
Billings, MO

2

Double E Burger and
Ice Cream Shoppe
339 Kentling Ave.
Highlandville, MO

3

Kay's Country Store
6356 MO-125
Chadwick, MO

christiancountylibrary.org/locations





Collection Breakdown

books, audiobooks and DVDs

Adult
55,016

Young Adult
4,818

Children's
26,113

Special Collection
500

Library of Things, mobile hotspots and microfilm

Digital Materials

1,524,875

eBooks, audiobooks, comics, magazines, movies, television and music

161,500+

library visitors



257,978

physical materials circulated

113,787

digital materials circulated

371,765

total circulation



22,189

active cardholders

4,099

new library cards

284,118 WiFi sessions
at branch locations

62,742 database
searches and downloads

418 mobile hotspots
used for internet access

837,420
minutes logged
on public computers



1000+
library events

14,900+
attendees

4,675+
meeting and study
room reservations

used by
27,950+
community members

4,185

items delivered
to patrons that
are homebound

6,108

materials checked out to
assisted living facilities,
nursing homes and schools



2023 Expenses

Wages & Benefits \$2,100,000

Print & Digital Materials \$285,000

Technology \$140,000

Events & Communications \$30,000

Facilities \$1,130,000



Professional Services \$45,000

Supplies \$40,000

Insurance \$45,000

Other \$25,000



\$24,238

from the
Friends of the Library

\$9,910

from the
Library Foundation

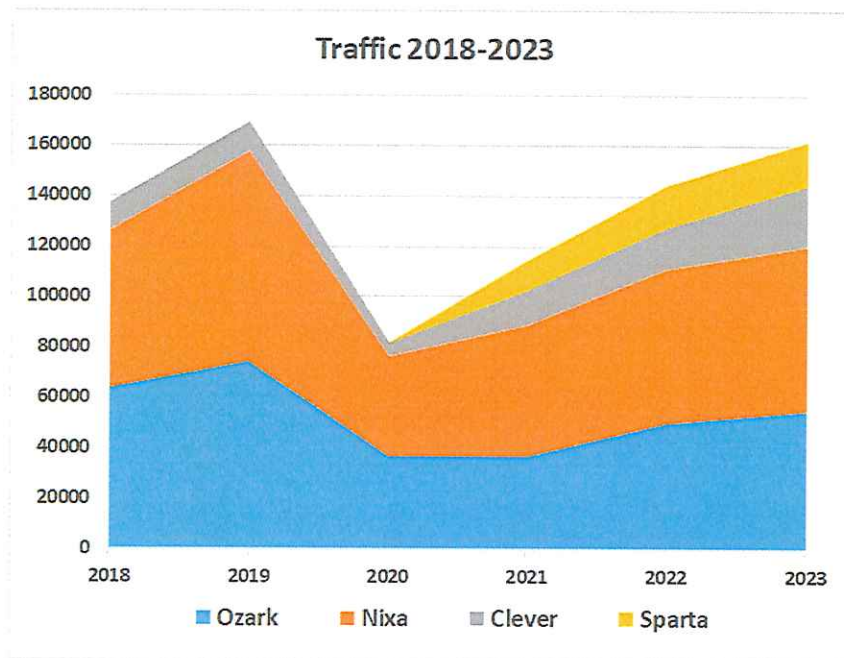
\$29,086

grants awarded

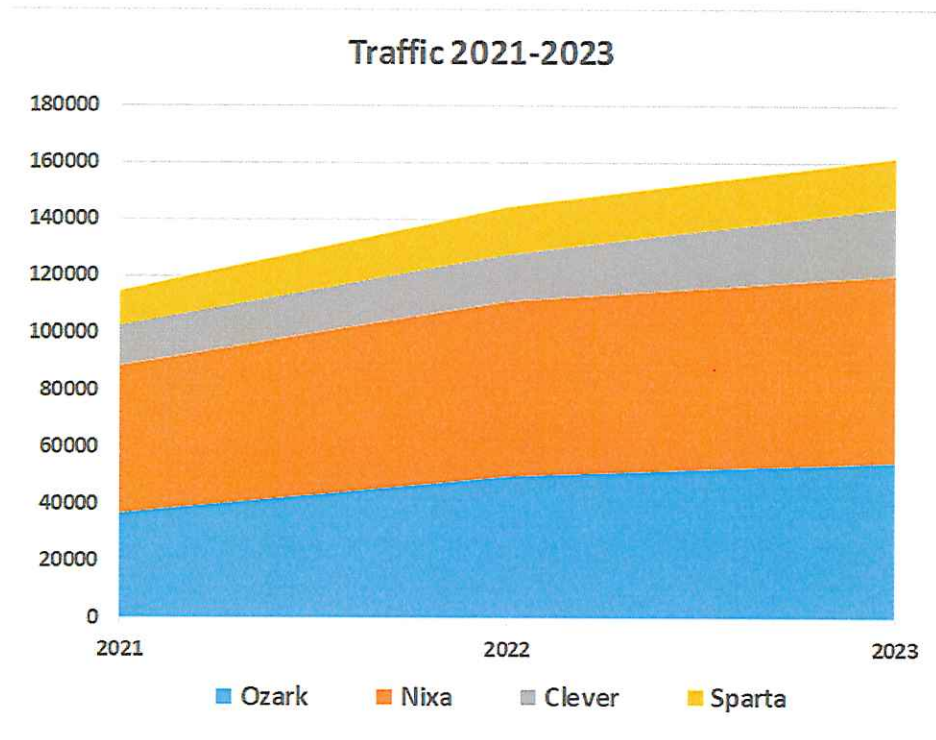
\$13,672

individual donations

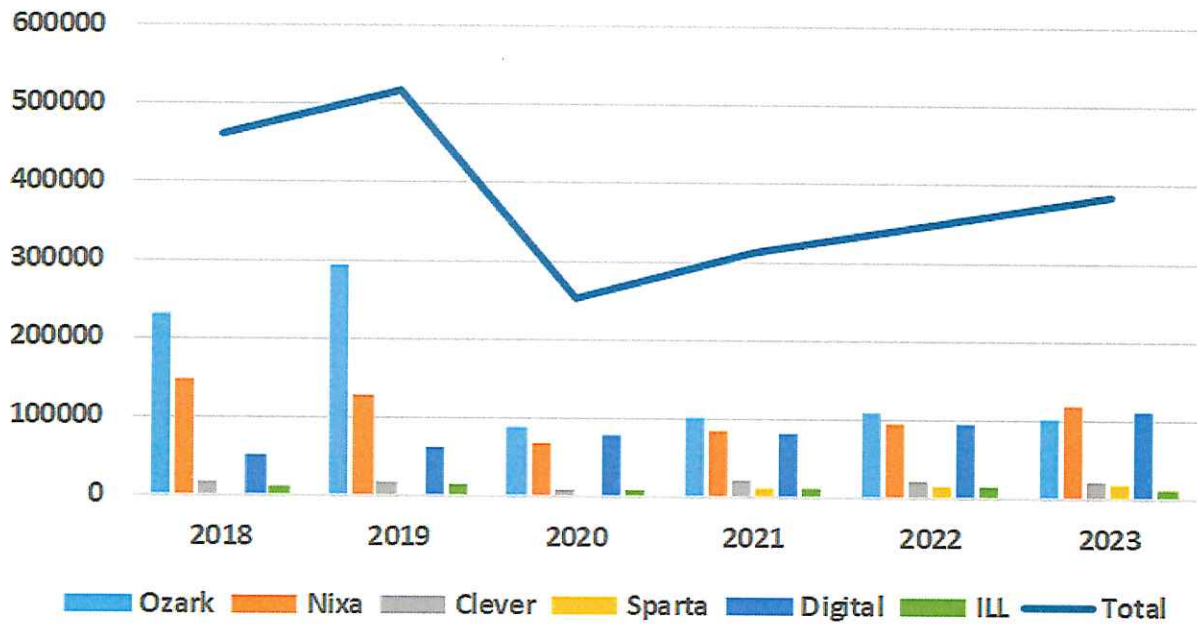
2023 Annual Statistical Trends



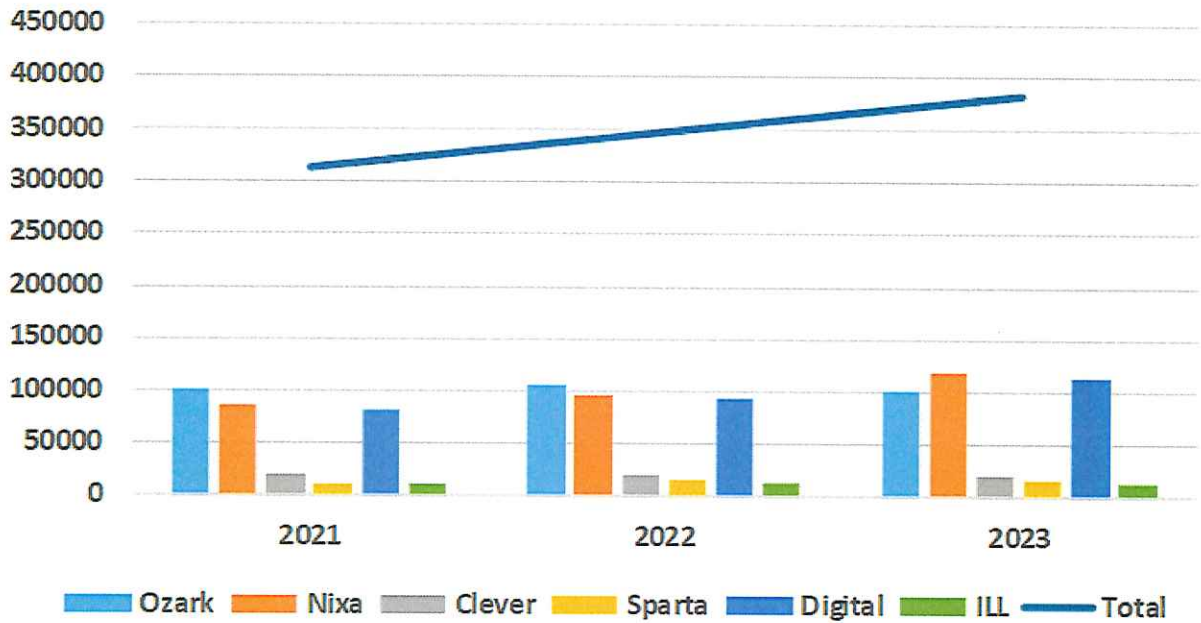
- Nixa opened May 2018
- Ozark closed summer of 2018
- Closed 3 months spring 2020
- New Clever branch opened January 2021
- Sparta branch opened May 2021

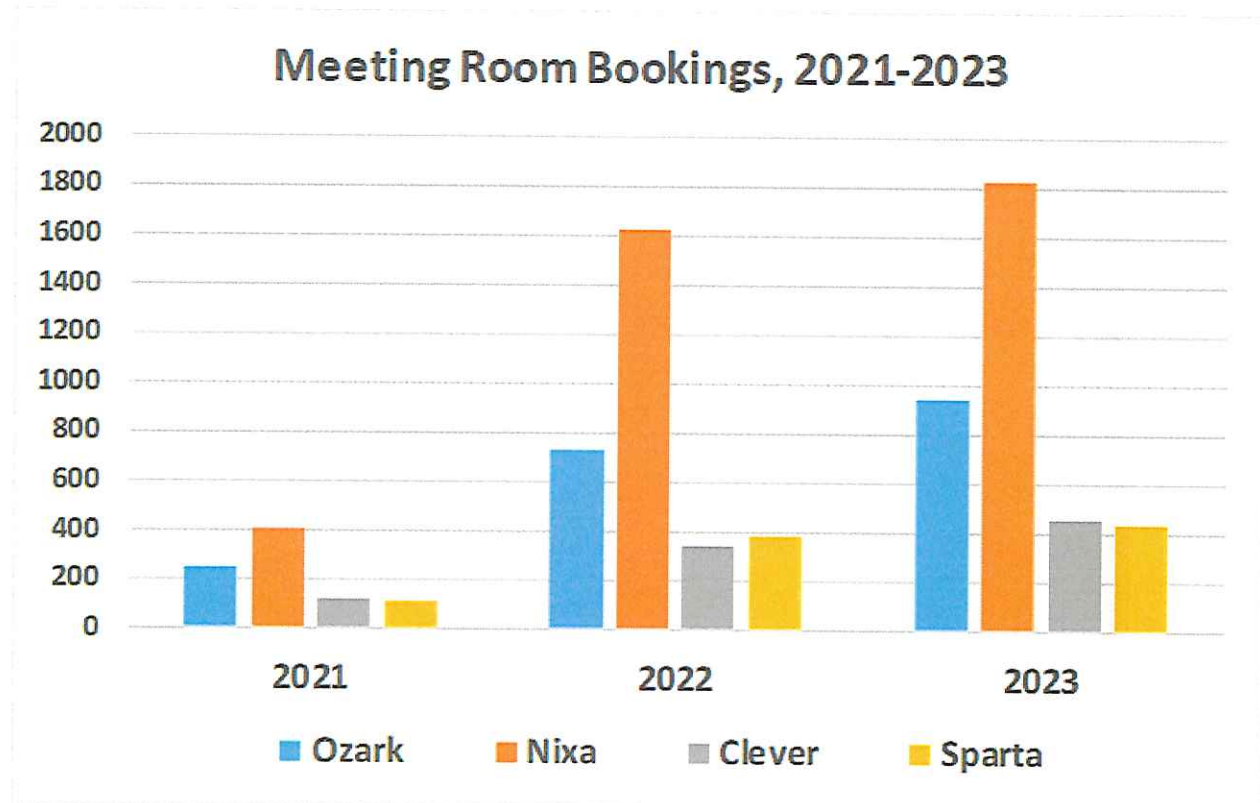
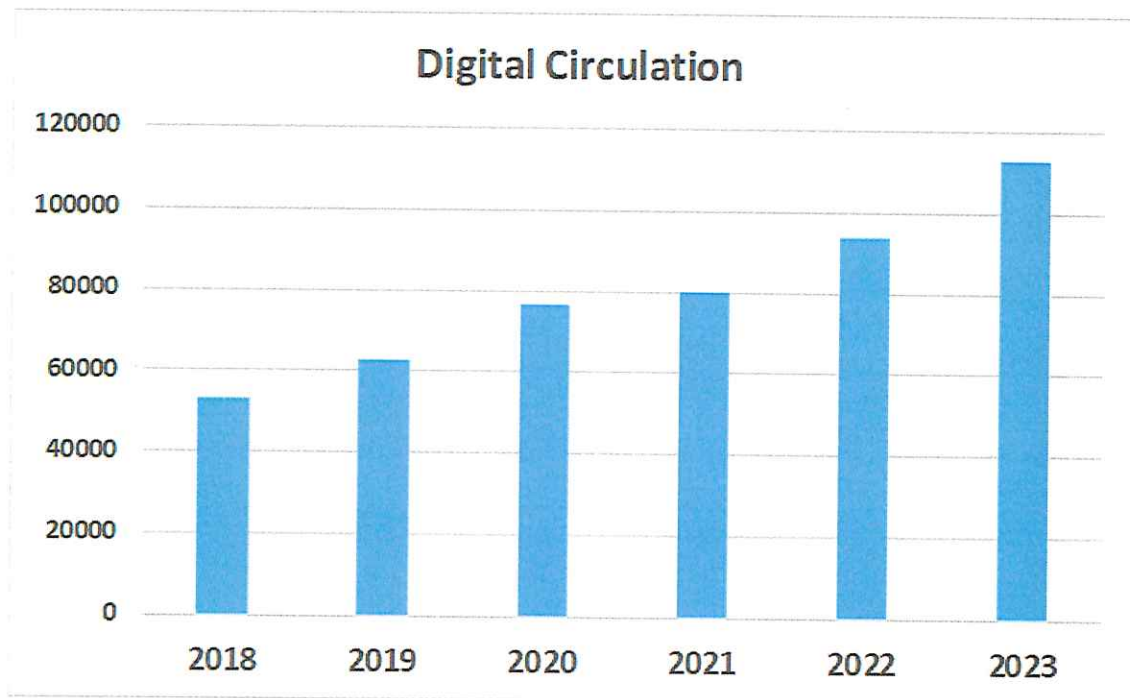


Circulation by Location 2018-2023



Circulation by Location 2021-2023





- Nixa: 1 large meeting room, 1 medium meeting room, 2 study rooms
- Ozark: 1 large meeting room, 1 medium meeting room, 1 study room
- Sparta/Clever: 1 medium meeting room, 1 small conference room