

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, August 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 Tuesday, July 23, 2024 Open Meeting
2. Financial Reports
 - A. Adjustments to Anticipated Bills for July 2024
 - B. Estimated Bills for August 2024
 - C. Balance Sheet
 - D. Monthly Report
3. Report of the Executive Director

Administrative Highlights

- Summer Reading Challenge Update

Old Business

- Pre-Design Services
- Review of June Conversation with Legal Counsel Regarding Collection Access

New Business

- Audit
- Board of Trustees Vice President Election
- 2024 Tax Levy
- Public Comment Policy

Public Comments

Adjournment

Posted: 8/20/2024

Tuesday, July 23, 2024: Open Session

Trustees in Attendance: Echo Alexzander, Diana Brazeale, John Garrity, Janis Hagen, and Allyson Tuckness.

Trustee(s) Absent: None.

Christian County Library's Board of Trustees met for a regular monthly session on Tuesday, July 23, 2024 in the Large Meeting Room of the Nixa Community Branch. 51 members of the community were present.

President Tuckness presided and voted as needed to reach a majority.

Start Time: 6:00 p.m.

Consent Agenda

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

Administrative Highlights

Strategic Plan Update

Executive Director Brumett showed Trustees the final printed version of the strategic plan, now available in library community branches and on the website.

Old Business

Pre-Design Services

In order to allow for more time to review additional information provided from the three companies under consideration, Janis Hagen moved to table the issue until the August meeting. John Garrity seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Alexzander: Aye; Trustee Brazeale: Aye; Trustee Garrity: Aye; and Trustee Hagen: Aye.

Missouri Evergreen Discussion

In order to secure more extensive details about the features, costs, migration process, and implementation timeline for all potential Integrated Library System (ILS) and resource sharing systems, the Board requested that Executive Director Brumett prepare recommendations by the September board meeting for a feasible request for proposal (RFP) process timeline. The timeline will consider the library's current ILS and/or resource sharing contract obligations; related grant funding opportunities and deadlines; and impact on staff, patrons, and district projects.

New Business

Welcome to New Trustee

John Garrity was welcomed as the new library Trustee appointed by the County Commission.

City of Nixa Utilities Payment Kiosk

Executive Director Brumett detailed the final agreement between the library and the City of Nixa to host a Nixa Utilities payment kiosk at the Nixa Community Branch near the book drop.

Public Comments

This month speakers included: Kevin Bright, Wanetta Bright, Teresa Christensen, Gretchen Garrity, Mary Hernandez de Carl, Beth Hultz, Aileena Keen, Reggie Micham, David Rice, Mike Sullivan, and Laura Umphenour.

Adjournment

The meeting was adjourned by the Chair at 7:07 p.m.

Christian County Library Adjustment Report for July 2024 (Unaudited)

	Anticipated	Actual	Adjustment	
ADT LLC	645.98	953.89	307.91	
Amazon Capital Services, Inc.	2,389.67	2,597.77	208.10	
Amigos Library Services	-	2,000.00	2,000.00	Annual 7/24-6/25
BambooHR	1,161.25	1,112.16	(49.09)	
Casey's General Store	239.06	290.75	51.69	
Center Point Large Print	288.84	569.28	280.44	
Credit Card	2,923.56	4,163.42	1,239.86	
Displays2Go	-	442.33	442.33	
GFL Environmental (formerly WCA)	205.31	408.78	203.47	
Ingram	25.08	56.49	31.41	
Lakeland Office Systems	582.12	184.58	(397.54)	
MOBIUS	-	16,303.98	16,303.98	Annual 7/24-6/25
Personnel	159,585.95	165,355.72	5,769.77	
Quadient Leasing USA, Inc.	634.20	1,026.96	392.76	
Quality Clean	5,300.00	-	(5,300.00)	Pd in August
Square, Inc.	52.60	68.72	16.12	
Uline	-	828.73	828.73	
			-	

Original Anticipated Bills	219,387.45
Adjustment	22,329.94
Reimbursements	0.00
Total July 2024 CCL Bills	241,717.39

CDs	
CD#: 37840052 matures August 28, 2025 (int rate .9%)	250,000.00
CD#: 197708399 matures September 16, 2024 (int rate .4%)	255,571.91
CD Total	505,571.91
Ozark Bank Checking	1,811,352.72
Southern Bank Checking (SONDHI)	143,094.61
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	776,190.23
CCL Cop 2020 COI	0.00
CCL Cop 18 Prj	29.23
CCL Cop 18 Lrf	0.00
CCL Cop 18 Rf	113,044.51
Total Library Funds as of July 31, 2024	
	3,349,860.21

Foundation Funds	
CCLF Checking	82,696.87
Community Foundation of the Ozarks - CCLF Fund Finley (as of 1st Qtr 2024)	9,019.06
Community Foundation of the Ozarks - CCLF Fund - Nixa (as of 1st Qtr 2024)	1,091.62
	0.00
Total Foundation Funds	
	92,807.55

***Total Current CCLF and CCL Assets** **3,442,667.76**

Christian County Library
Anticipated Bills
 August 2024

	<u>Aug 24</u>	
Admiral Express	175.96	
ADT LLC	648.47	
Amazon Capital Services, Inc.	7,050.28	
Baker & Taylor-Books	5,348.19	
BambooHR	1,112.16	
Blackstone Publishing	610.47	
Brittany Russell	25.00	
Brodart Co.	49.35	
Burgess Sisters	100.00	
Cengage Learning	466.99	
Chilton's Environmental Services LLC	237.00	
Chuck Mercer	150.00	
City of Clever	26.13	
City of Sparta	58.74	
Concur Technologies, Inc.	345.72	
Credit Card	5,170.20	
Debra Tucker - Yoga instructor	240.00	
Demco, Inc.	101.87	
Derby Public Library	39.99	
Federal Protection, Inc.	603.35	
Friends of the Zoo	750.00	
GFI Digital	677.57	
GFL Environmental (formerly WCA)	204.85	
Handy Helper	447.00	
Hoopla by Midwest Tape	7,527.24	
InfoUSA Marketing, Inc.	3,595.00	Databases
Ingram	40.41	
Lakeland Office Systems	583.97	
Lakeshore Learning Materials	283.83	
Liberty Utilities	1,957.68	
Mercy Specialized Billing Services	90.00	
Midwest Tape	1,224.85	
Missouri Document Solutions	695.00	Microfilm Scanner
Nixa Utilities	2,587.12	
Ozark Water Department	49.62	
Quadient Finance USA, Inc	451.11	
Quality Clean, LLC	2,650.00	
Republic Services	195.49	
Socket	678.52	
Spire (formerly Missouri Gas Energy)	229.11	
Square, Inc.	42.60	
SWMO Services	1,675.00	
The Library Store, Inc.	340.00	
UniFirst Corporation	1,040.97	
Unique Management Services	198.05	
University of Missouri - Columbia AR	15,134.04	Morenet
USA Today	34.00	
Personnel	230,300.13	
TOTAL	<u><u>296,243.03</u></u>	

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

Cash Basis

	Jul 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Southern Bank Checking (SONDHI)	143,094.61
CCLFoundation -Do not Reconcile	
CCLFoundation Checking Account	82,696.87
Community Foundation of the Oza	
CCLFoundation Fund - Finley	9,019.06
CCLFoundation Fund - Nixa	1,091.62
Total Community Foundation of the Oza	10,110.68
Total CCLFoundation -Do not Reconcile	92,807.55
CD's	505,571.91
Ozark Bank Checking	1,811,352.72
Total Checking/Savings	2,552,826.79
Other Current Assets	
Cash on hand	170.00
Petty Cash	170.00
Printer Change Bag	237.00
Total Other Current Assets	577.00
Total Current Assets	2,553,403.79
Other Assets	
CCL Cop 2020 PROJ	776,190.23
CCL Cop 18 Prj	29.23
CCL Cop 18 Rf	113,044.51
Total Other Assets	889,263.97
TOTAL ASSETS	3,442,667.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-10.70
Credit Cards	5,217.86
Other Current Liabilities	14,086.67
Total Current Liabilities	19,293.83
Total Liabilities	19,293.83
Equity	3,423,373.93
TOTAL LIABILITIES & EQUITY	3,442,667.76

Christian County Library
Profit & Loss - Unaudited
 July 2024

Cash Basis

	Jul 24
Ordinary Income/Expense	
Income	
Tax Rev	14,856.45
Copier/Fines/Fees	5,197.22
Foundation Funds	10.54
Gifts/Grants/Reimbursements	2,000.00
Interest Income	506.68
Total Income	22,570.89
Gross Profit	22,570.89
Expense	
Collection	
Consortia	2,000.00
Board Games	0.00
Library of Things	359.96
Technology (Hotspots)	1,795.10
Audio/Visual	
Youth AV	566.80
Adult AV	1,250.96
Total Audio/Visual	1,817.76
Books	
Youth Services	2,262.09
Electronic Coll. (Hoopla & OD)	9,265.31
Adult Books	4,371.69
Total Books	15,899.09
Periodicals & Zinio	344.05
Total Collection	22,215.96
Foundation Expense	5,389.00
Operating Expense	
Bank Service Charges	68.72
Training	882.40
IT Discretionary Budget	
Computer Hardware	145.97
Software/Licensing	3,188.83
Total IT Discretionary Budget	3,334.80
Automation	17,453.98
Building & Grounds	4,062.67
Professional Services	7,073.61
Furniture & Equipment	1,271.06
Marketing	678.98
Memberships	265.00
Postage	1,009.63
Programming	
Adult Programs	811.00
Youth Services Programs	46.05
Total Programming	857.05
Programming Supplies	
Adult Programming Supplies	47.62
Youth Programming Supplies	5,082.97
Total Programming Supplies	5,130.59
Staff & Board- Travel	218.01

Christian County Library
Profit & Loss - Unaudited
July 2024

Cash Basis

	<u>Jul 24</u>
Supplies	1,593.69
Telephone/Fax/Modem	1,006.77
Utilities	8,302.40
Vehicles	<u>290.75</u>
Total Operating Expense	53,500.11
Personnel	<u>160,612.32</u>
Total Expense	<u>241,717.39</u>
Net Ordinary Income	<u>-219,146.50</u>
Net Income	<u><u>-219,146.50</u></u>

Report of the Executive Director August 2024

Collection & Services

- We have a new resource for community members: Craft & Hobby is “an extensive online platform that aims to provide library patrons with access to creative educational resources.” There are 22 different categories with video instruction for learning a new hobby or improving skills. Topics include painting, drawing, knitting, cake design, photography, woodworking, fitness classes and more. Our subscription also gives us public performance licenses for the videos so we can incorporate them into library programs in the future.
- We are expanding our Library of Things, thanks to a grant from the Library Foundation and a partnership with the Springfield Astronomical Society (SAS). We will have 3 telescopes available for patron checkout. Clever Branch Manager DeeDee Brashers has been working with the SAS to purchase the appropriate materials and make the necessary modifications. The SAS will be demonstrating the telescopes at our annual Astronomy Night at the Clever Community Branch on September 9. They will be available for the public to use later in the fall once they have been processed for the collection.

Community Engagement

- The city of Ozark recently hired a new City Administrator, Eric Johnson. I was able to attend a meet and greet for him last month and Ozark Branch Manager Nick Hyten has reached out to connect and share about the Ozark branch and the district as a whole.
- I attended a discussion on Ozarks Regionalism hosted by The Community Foundation of the Ozarks and the Springfield Daily Citizen. I heard from leaders from large businesses in the area, philanthropic organizations, economic development organizations, and area cities. It was very educational to hear what other groups and individuals are working on in our region and learn how it may impact our county.
- Nick and I also visited Ozarks Tech - Richwood Valley so Nick could get an introduction to the facility and the head of the library. The new library director from the Springfield campus attended the meeting and we had a good conversation about needs for students in our area and ideas for further collaboration.

Friends of the Library

- We are eagerly planning our annual Fall Concert Series, and once again our Friends of the Library are supporting it. We will have 4 events, one at each branch, with different performers at each.

Outreach

- Unfortunately, the store housing our Chadwick Community Partner Pickup location has permanently closed so we are no longer able to offer hold pickup there. The book drop is still onsite while we wait to hear if there are any future plans for the site. Meanwhile, Director of Communications and Community Engagement Nicholas Holladay and Outreach Manager Scott Villarreal are exploring other areas of the county for outreach services. Saddlebrooke is a potential location and Nicholas and Scott have had some conversations with representatives to explore a partnership.

Professional Development

- I, along with a couple of other administrative staff, attended the Ozarks Special Districts Summit last month. This was a free day-long training event designed especially for those

working in special districts (political subdivisions of the state like the library, fire protection, ambulance, health, etc.) in Missouri. We had sessions on Sunshine Law, AI, public finance, and listened to a panel of staff from legislative offices. It was hosted by a nonprofit organization whose goal is to support special districts across the state and country through advocacy, data expertise, and collaboration. It's a new endeavor and something that may be helpful as a resource for the library in the future.

Programs

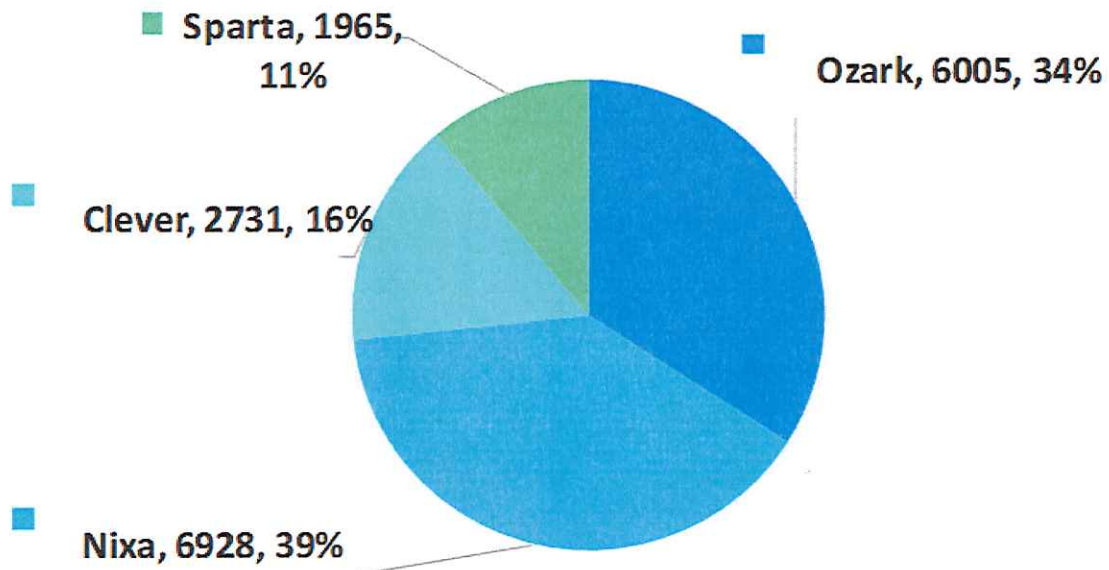
- We just wrapped up another successful Summer Reading Challenge. We saw huge numbers of families at our events and strong engagement with reading logs and activities.
- The "Study in Color" program at the Nixa branch in June was a great success. It was led by local owner of Lucid TLC Arts and Artist Tiffany Collins and the two classes saw a total of 40 people in attendance.
- Our AI series at the Nixa branch has been well received with a total of 40 people attending 3 different sessions – a panel with local business owners and artists, a session on using AI for everyday life organizing, and a session on creating AI pictures and art.
- The Ozark branch's True Crime Club relaunched thanks to Library Associate Tess Langford. Patrons were eager to return and sleuth real life mysteries.
- Our collaboration with the Christian County Master Gardeners to host a series of programs all year at all 4 branches has been very popular, as expected. The Master Gardeners have taught on a variety of topics including rain gardens, extending the growing season, window boxes, seed saving, and more. We have more programs planned for the rest of the year and hope to expand into youth-focused events next year.

Patron Praise

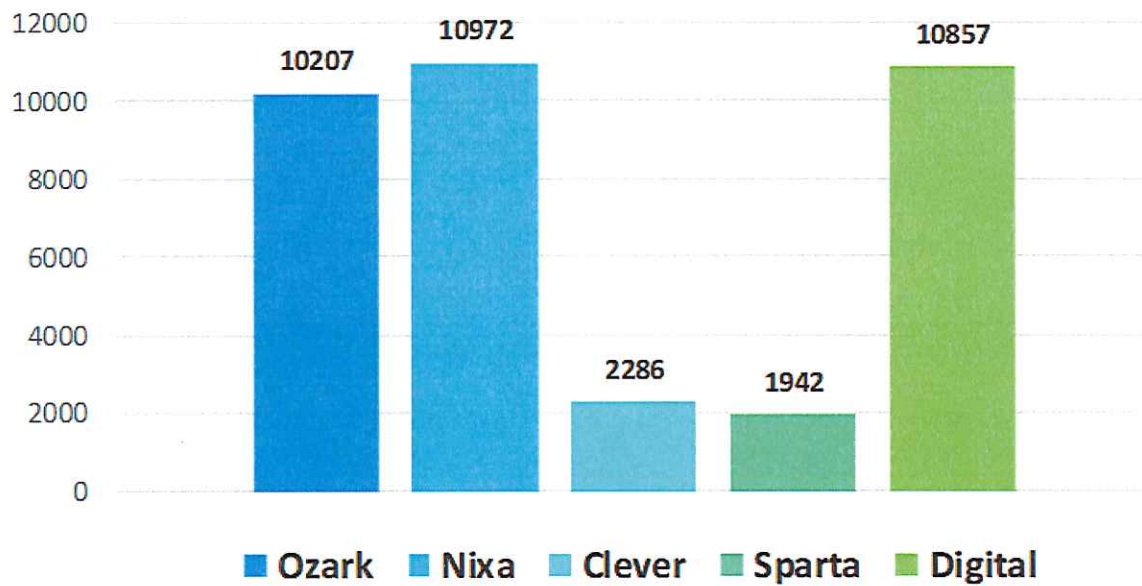
- Nixa Branch Manager Brandon Jason shared a story about a member of a library book club:
"A patron of the Books & Baristas book club moved here just over a year ago, and she started coming to the book club to meet new people. She recently shared with me that she has made great friends with two of the other attendees, and she hosted those two others and their families at her home for a pool party a couple weeks ago. She said she would never have had those new friends in her life without the library's book club."

July Statistics

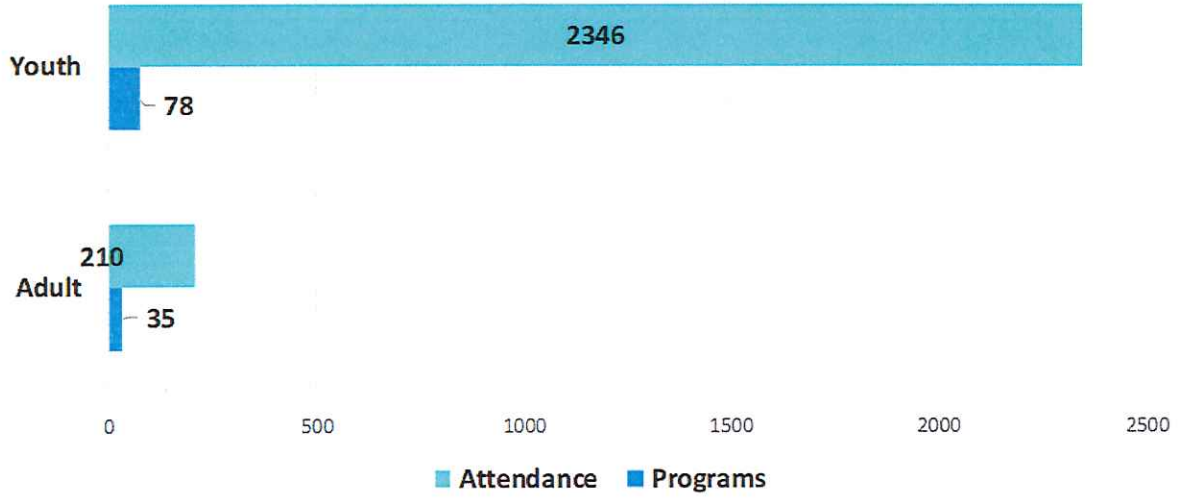
JULY BRANCH TRAFFIC



July Circulation by Location



July
Programs/Attendance



Development Report - August 2024

Major Gifts & Restricted Donations

None presented.

Bequests & Memorials

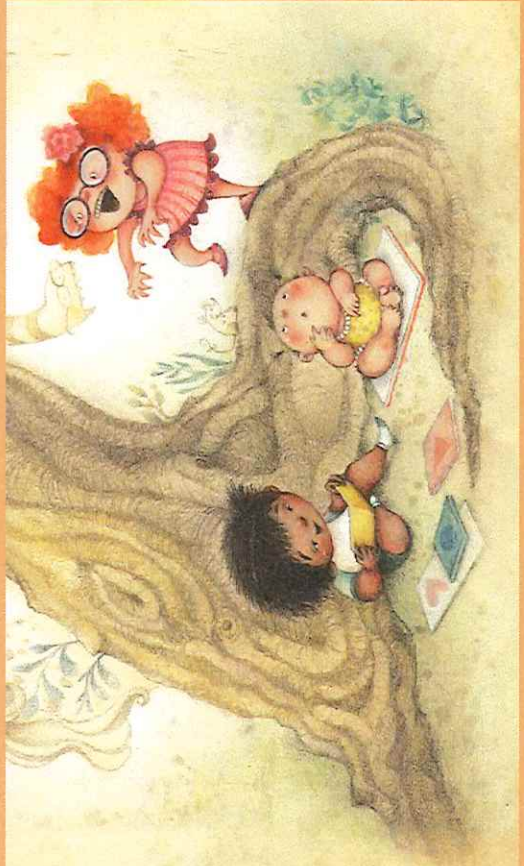
None presented.

Grants Awarded

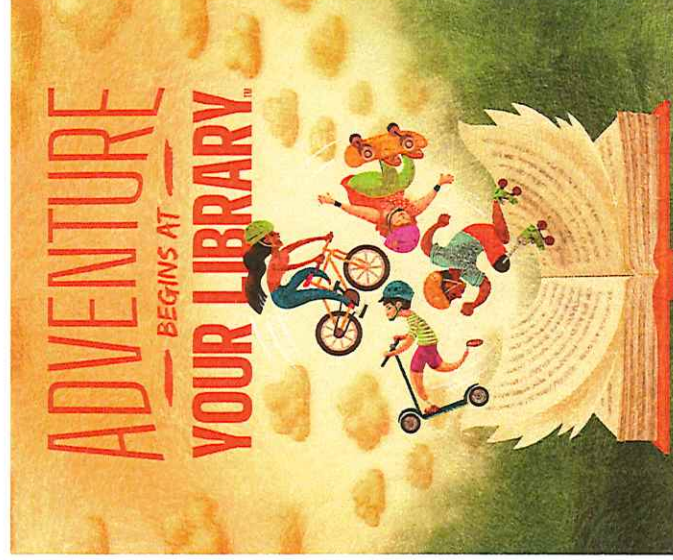
- **Friends of the Christian County Library - \$1,436 - 2024 Fall Concert Series:**
Provides funding for CCL's 2024 Fall Concert Series at all four Community Branches.
Submitted August 7th - Awarded August 7th.

Summer Reading Challenge

ADVENTURE
— BEGINS AT —
YOUR LIBRARY™



Summer Reading 2024

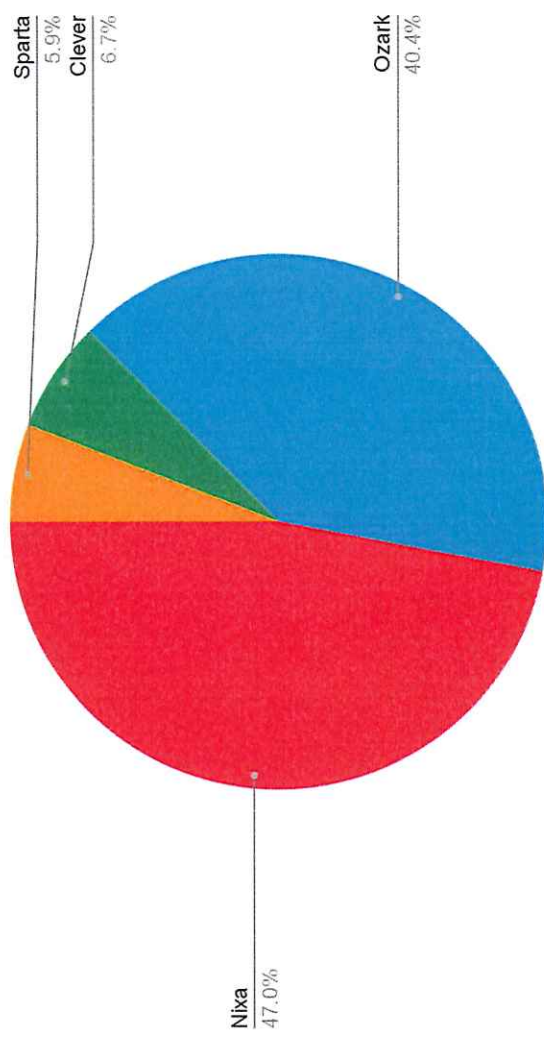


- June 1st - July 31st
 - Point Based
 - 500 points = Earn your prizes
 - Prizes for all ages
 - Free Book & Coupon Book
 - Tickets to enter prize drawings
 - Summer Performers & Community Partners
-

Overall Statistics

- 2,249 registered readers
- 490 book reviews written
- 17,498 activities completed
- 2,824,615 minutes logged

Registration by Branch



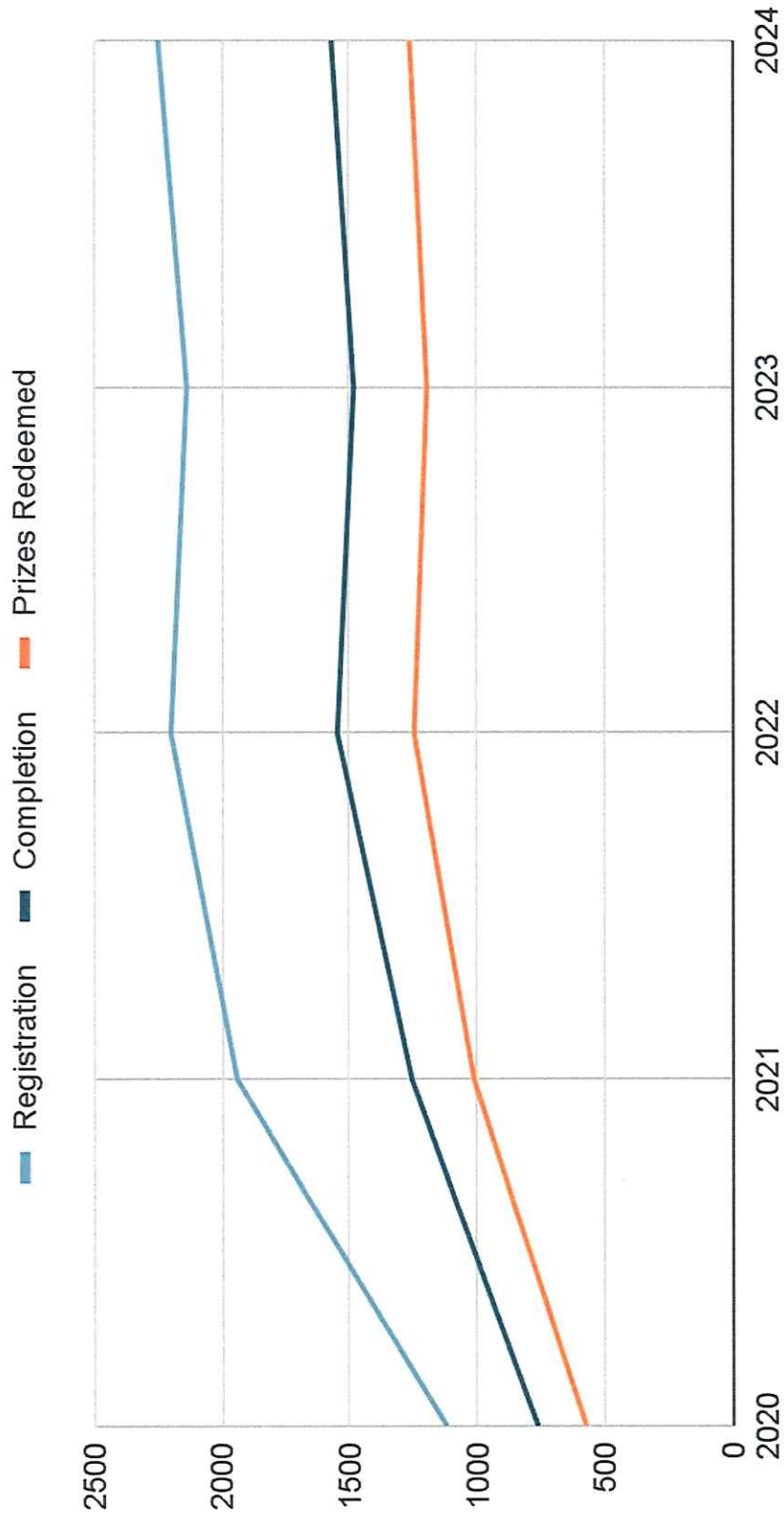
Readers

Registered for Summer Reading

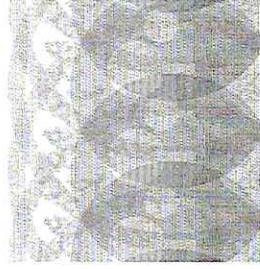
Babies & Toddlers (Birth - PreK)	299
Kids & Tweens (PreK - Grade 6)	1020
Teens (Grades 6 - 12)	274
Adults (18+)	619

—

Registration, Completion and Prizes Redeemed



Coupon Book Sponsors





Prizes



Programs

223 Programs
5,456 Attendees

Branch	Programs	Attendees
Ozark	98	3000
Nixa	70	1532
Clever	34	566
Sparta	31	358

Music

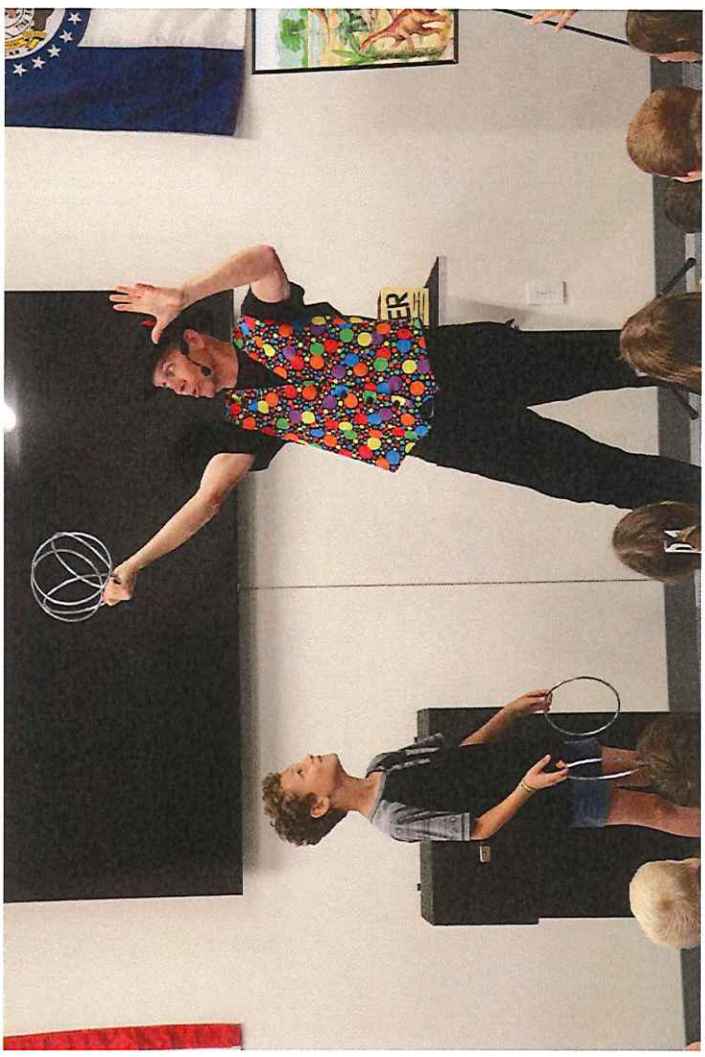


Uke 66



Celia Rocks

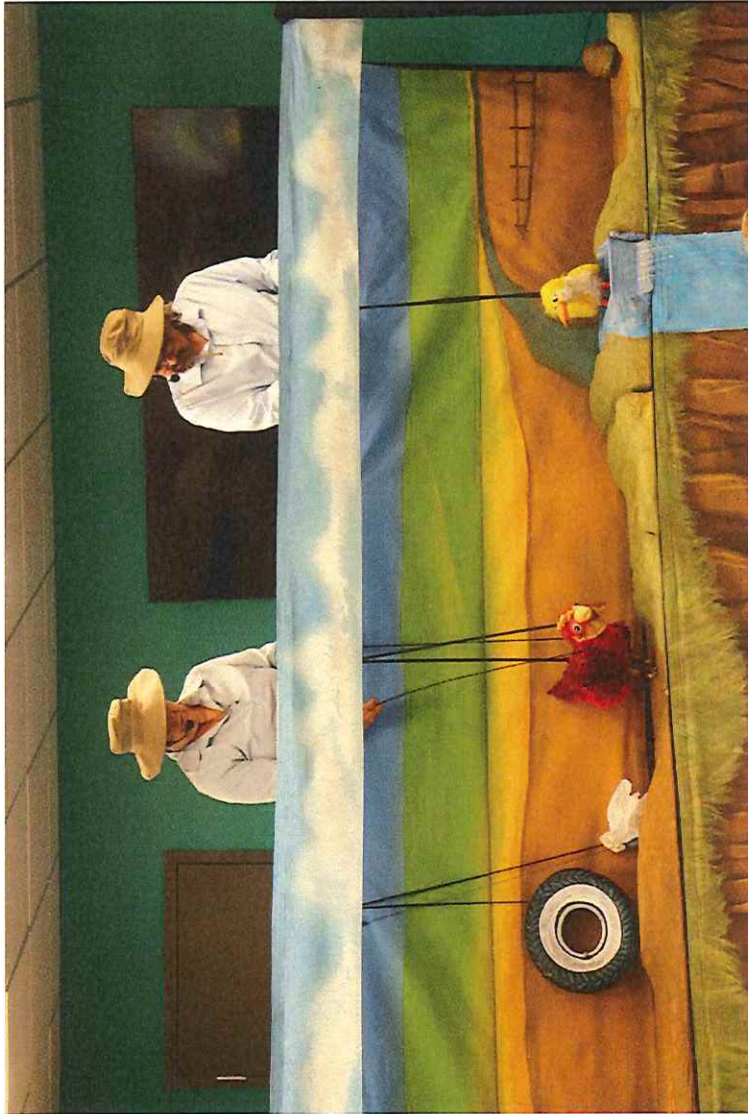
Magic!





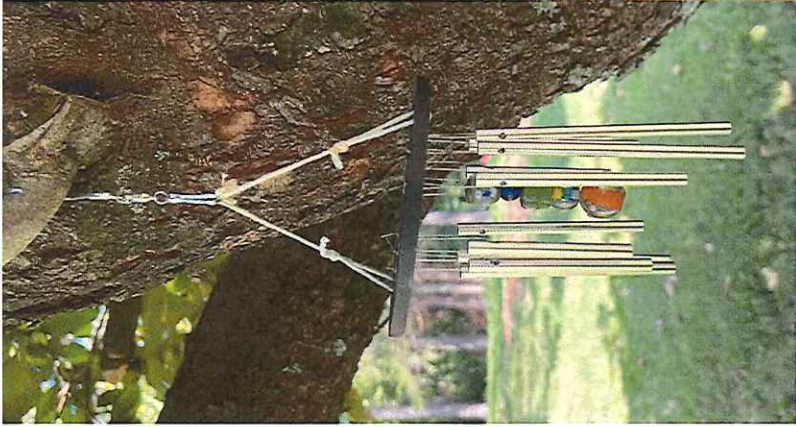
Animals!





Puppets

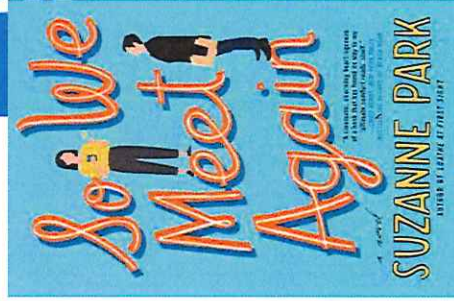
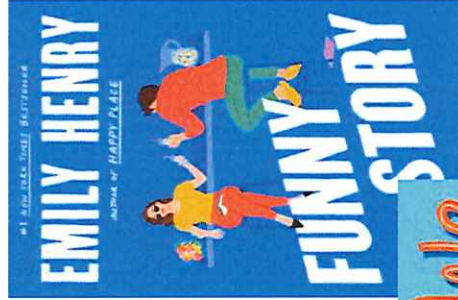
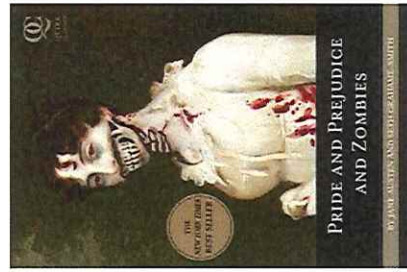
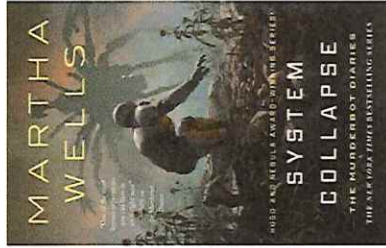
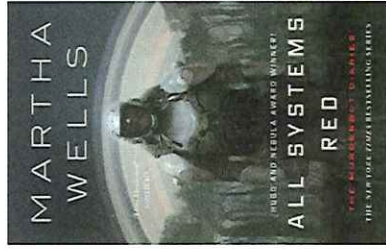
Crafts



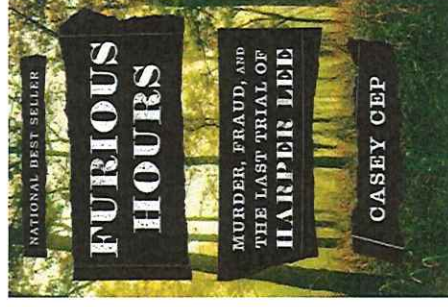
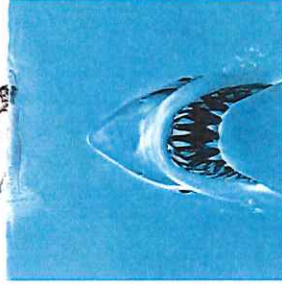
One Nixa, One Read



Book Clubs



PETER BENCHLEY
JAWS
IT'S NEVER SAFE TO GO BACK IN THE WATER



Coming
soon!



Nixa Community Branch - Renovation Pre-design

Needs and Goals

The location of the Nixa branch was selected in 2018 in part based upon the potential for expansion. It was the intention of previous boards to eventually purchase the building and expand the space, knowing the current square footage would not have the capacity to serve the rapidly growing population of Nixa. By comparison, the Ozark branch has nearly twice the amount of public space as Nixa and the Ozark population is slightly less than Nixa.

When the building was purchased in December 2022, the board discussed planning for a renovation to expand the public space and create efficient administrative space to serve the entire district. The plan for funding the renovation has been to seek private donations and grants as opposed to using bond or lease purchase financing or asking voters for a tax levy increase. Knowing fundraising could take a while, the goals for this pre-design project are limited:

- General space planning
- Estimate of probable costs
- One or two images

Having this information will be critical in fundraising efforts. Once we have made progress in our fundraising goals, we can begin a more focused full-fledged renovation plan. If it is several years we will need to adjust for changes to community, technology, strategic plans, etc.

Meetings with vendors

My discussions with the potential firms included the following:

- Use of Nixa branch being the highest in the library district in traffic, circulation, computer use, meeting room use
- Priorities for space use (based upon statistics, observations, staff and patron comments, and community/library trends)
 - Larger, more contained children's area
 - Larger teen area
 - More space for physical collection
 - More study room/small meeting room space
 - More/larger community room space or flex space for occasional large events
 - Optimize community room and lobby space for after hours/unstaffed usage
 - Efficient administrative space that is sustainable to serve the whole district
- Potential limitations of building
 - Original HVAC units
 - Concrete-walled server room
 - Drive up window access
 - Bathroom locations
- Renovation process
 - Funding
 - Plans for staff, board, and community input
 - Options for phases
- Library examples

- Joplin Public Library (Sapp) – administrative space; flex meeting rooms
- Barry Lawrence Regional Library-Monett (Paragon) – children’s area, computer stations, outdoor space, lobby, community room
- Springfield-Greene County Library-Schweitzer Brentwood (Dake Wells) – children’s area, parking lot/drive-up, meeting/study rooms, optimizing space
- Midcontinent Public Library, various (Sapp) – flex space

Qualifications

All 3 firms have **specialized experience and technical competence** in public projects, public libraries, and Christian County. Sapp has significantly more experience with public libraries and Christian County projects but they have also been around longer than the other 2.

All 3 firms have the **capacity and capability** to perform the work; including specialized services and time limitations.

All 3 firms have recommendations for **past performance regarding costs, quality of work, and ability to meet schedules**. Sapp’s work on the Clever and Sparta new builds came in well under estimated costs when completed in 2021.

All 3 firms have **proximity to and familiarity** with the area of the project. Sapp has worked on all 4 of the CCL branches and has been active in the Christian County community.

Recommendation

Based upon my interactions and review of the proposals and qualifications of all 3 firms, I am confident they are all qualified and capable to complete a pre-design process for us. I could work well with any of them. I recommend the board select **Sapp Design Architects** for a pre-design project based upon our past history, their significant experience with public library projects, and their familiarity with the Christian County community.

Other decision options

- Select a different firm for the pre-design process
- Decline to make a selection and revisit next year
- Decline to make a selection and have library staff explore creating in house materials needed for fundraising
- Choose Sapp or another firm as the architect for the entire renovation process (not just pre-design).
- Choose to create and issue a more formal RFQ for these 3 firms (or others) to respond to, with more specific questions that would be applicable to a full renovation instead of the limited pre-design process. If we go this route, I would like to have further conversation with the firms and ask some more detailed questions about their teams and processes. I would also like to view more completed projects and seek more references before making a recommendation.

Summary of Closed Session with Legal

In July, the Library Board of Trustees met with the library's attorney to ask for guidance on legalities of removing materials, relocating materials and labeling materials. This conversation stems from comments heard during the public comment portion of the Board of Trustee meetings.

Guidance included information about past court cases and issues a court would consider in future cases. No specific action was asked about or guidance on a specific action given. Summaries include takeaways from the cases provided by the attorney, not meant to be a legal interpretation:

Island Trees School District v. Pico by Pico

- Case concerned removal of books, not restricting access or labeling books
- Removal of books from even a public school library would violate the First Amendment if the reason for the removal was based on the content of the books being unorthodox with respect to politics, nationalism, religion or other matters of opinion.
- A public library will be judged differently than a public school library, since a public library is where materials may be found that are unsuitable for protected environments.

Sund v. City of Wichita Falls

- Any procedure that allows citizen input that interferes with access to public library materials by other citizens will receive strict scrutiny as to its constitutionality under the First Amendment. With respect to the Fourteenth Amendment, the process will be unconstitutional without a procedure for review and appeal.
- Restricting access to non-obscene materials in a public library, solely due to the content of the materials, risks First Amendment violation.
- The opinion does not provide guidance with respect to labeling library materials.

Discussions in the meeting included concerns over removing books, relocating books – which could be considered restricted access – and labeling books. While our attorney did not find any legal precedent regarding issues with labeling, considerations trustees mentioned include ambiguity, stigmatization, objectivity and sustainability.

For historical reference, the library already has in place or has voted on:

- Requests for Reconsideration
- Purchase suggestions
- Sunshine Requests
- One-on-one meetings with Executive staff as requested
- A new Parent Resources website and handout
- Refreshed and retrained staff on existing ability to note adult presence required for checkout in software
- Researched and reviewed rating system feasibility

Legal Issues Entailed in Adapting to Citizen Input in Collection Management of Library Materials

By Harry Styron, attorney for Christian County Library District, June 14, 2024

This document contains legal advice for the Library Board of Trustees and is a closed record unless made public by the Board of Trustees

My approach to this topic involves analysis of existing court decisions as well as identifying unresolved issues that have been presented to courts with the goal of advising the Board on how to exercise its authority in a way that addresses concerns of taxpayers, protects the physical and human assets of the District, and establishes clear lines between the role of the Board and the operation of the Library by the Executive Director.

In recent years, Christian County citizens who may assumed to be payers of property taxes that support the District have begun expressing themselves in writing and through appearances at meetings of the Board, voicing their recommendations that particular library materials be moved from children's or young adult areas to adult areas, or labeled in such a way as to disclose that the contents include written or pictorial representations of genitalia, sex acts, or homosexual feelings, using a rating system.

On the larger stage, the Missouri General Assembly has enacted a statute that places the Library staff in a position of personal criminal liability for providing pornographic materials to minors (§ 573.040 RSMo, adopted in 2017), if the staff member knows "the content and character" of the material and knows that the person to who it is furnished is less than 18 years of age. One of the statutory definitions of "pornographic for minors" is whether "the average person, applying community standards, would find the material or performance, taken as a whole, has a tendency to appeal to the prurient interests of minors...."¹ The responsibility for this determination on a Library staff member—to know what the average person thinks about the materials and what "taken as a whole" would appeal to the prurient interests of minors—seems overwhelming. How could a staff be trained to be so omniscient?

¹ § 573.010(14) RSMo. Section 573.550 (enacted in 2022) made a crime of furnishing sexually explicit materials to a student by a teacher or librarian or even a volunteer affiliated with a public or private elementary or secondary school; this statute is undergoing a court challenge in Jackson County.

Applying labels to library materials, in addition to the call numbers already placed on the materials in the cataloguing process, might offer some protection to the staff and to minors. I'm not aware of anyone who has insisted that any materials be totally removed from the Library's collections.

The collection of any public library includes a relatively small number of books or other materials that are checked out frequently, but the vast majority of materials are read or checked out only occasionally or rarely, because the function of a public library is to be encyclopedic, anticipating the needs and desires of a varied population, who may be interested in any of the corners of science, art, history, cooking, business, genealogy, psychology, health, anthropology, auto repair, sports, etc. Librarians understand that the bulk of library materials are held for tiny minorities of patrons, while much smaller portion that includes best-sellers and popular movies, serves a larger group. But a library that provided only best-selling books and popular movies, catering only to conventional tastes, wouldn't be much a library,

Missouri's statutes regarding county libraries neither explicitly authorize nor prohibit board of trustees of library districts to direct the library staff in managing the library's collections, but commands them to "make and adopt such bylaws, rules and regulations for their own guidance as may be expedient, not inconsistent with law, for the government of the library and in general shall carry out the spirit and intent of sections 182.010 to 182.120 in establishing and maintaining the free county library."²

The phrase "not inconsistent with law" will be explored here, as illuminated by court decisions and issues raised in pending lawsuits.

Removal of Books from School Library: *Island Trees School District v. Pico by Pico*

The 1982 decision of the United States Supreme Court in *Island Trees School District v. Pico by Pico* was a plurality decision of the Court, with three justices joined in the opinion of the court, two others concurring in part of the result, and three justices dissenting in three separate dissenting opinions. The judgment of the court was to affirm the reversal of summary judgment in favor of a school district that had removed some books, alleged to have been controversial for their political content and vulgarity, remanding the case for a trial to resolve factual issues. The issue for trial would be to

² § 182.060 RSMo.

determine whether the decision to remove the books in order to restrict access to the ideas expressed in the books (which would be unconstitutional).

Justice Burger's dissenting opinion noted that the First Amendment imposes limitations on a school board's exercise of its discretion to remove books from high school and junior high school libraries, and that the school board's belief in its absolute discretion to do so was misplaced. "Local school boards may not remove books from school libraries simply because they dislike the ideas contained in those books and seek by their removal 'to prescribed what shall be orthodox in politics, nationalism, religion, or other matters of opinion.' " In other words, students have First Amendment rights to information.

Justice Burger protested that the plurality opinion "expresses its view that a school board's decision concerning what books are to be in the school library is subject to federal court review," which would bring the Court "perilously close to becoming a 'super censor' of school board library decisions" which would "allow this court to impose its own views about what books must be made available to students."

Notably, Justice Burger points out that students "have alternative sources" for the books withdrawn from the school library, including "bookstores, public libraries, or other alternative sources unconnected with the unique environment of the local public schools." A public library could be seen is a library of last resort.

Takeaways from Island Trees School District v. Pico by Pico:

1. This case concerned removal of books, not restricting access or labeling books.
2. Removal of books from even a public school library would violate the First Amendment if the reason for the removal was based on the content of the books being unorthodox with respect to politics, nationalism, religion or other matters of opinion.
3. A public library will be judged differently than a public school library, since a public library is where materials may be found that are unsuitable for protected environments.

Moving Books by Citizen Demand to Adult Section: *Sund v. City of Wichita Falls*

This is a federal district court case from the Northern District of Texas. As a decision from a trial court, not an appellate court, it is not binding authority, though it has been cited by appellate courts, which gives it some importance as a precedent.

In this case the City Council of Wichita Falls passed a resolution (the "Altman Resolution") which essentially allowed a petition signed by 300 citizens to designate a book in the city library as one that is "of a nature that it is most appropriately read with parental approval and/or supervision." Once the petition with 300 signers was received, the resolution required the library director to remove the targeted books from the children's area to the adult area within 24 hours.

The Altman Resolution did not allow the signatures to be verified before compliance; nor was there any kind of appeal or review process. The lack of appeal and review processes for government actions often implicates due process issues under the Fourteenth Amendment.

The two targeted books that were the subject of the lawsuit were Heather has Two Mommies and Daddy's Roommate, both children's books regarding families with children and same-sex parents. They were acquired by the library as a result of the library's collection manager having received several requests and there having been a handful of inter-library loan requests. They were placed in the area of "Youth Picture Books" and Youth Reference."

Several individuals sued the city, the city manager, the library and the library director for a preliminary injunction and permanent injunction for the books to be placed back in the children's sections of the library, challenging the constitutionality of the Altman Resolution.

The decision struck down the Altman Resolution, because it burdened the plaintiffs' First Amendment right to receive information, without being narrowly tailored to achieve a compelling state interest.

The court also rejected the defendants' arguments that the Altman Resolution was constitutional, since it didn't require removal of the books, stating that the Supreme Court has given "the most exacting scrutiny to regulations that suppress, disadvantage, or impose differential burdens upon speech because of its content," noting that few First Amendment cases involve outright bans on speech. According to the court, children and parents searching for the removed books would be unable to locate them in the

children's areas. If the books could not be easily located, the stated purpose of the Altman Resolution would not be fulfilled, because the books would not likely be read with parental supervision. Further, if parents were concerned about their children encountering these books, those parents should accompany their children to the library, rather than prevent other parents and their children from finding the books.

Finally, the court held that the city council's delegation of the authority over the selection and removal of books to any 300 private citizens was improper under Texas law.

Takeaways from Sund v. City of Wichita Falls:

1. Any procedure that allows citizen input that interferes with access to public library materials by other citizens will receive strict scrutiny as to its constitutionality under the First Amendment. With respect to the Fourteenth Amendment, the process will be unconstitutional without a procedure for review and appeal.
 2. Restricting access to non-obscene materials in a public library, solely due to content of the materials, risks First Amendment violation.
 3. The opinion does not provide guidance with respect to labeling library materials.
-

CHRISTIAN COUNTY LIBRARY

FINANCIAL STATEMENTS

FOR THE YEAR ENDED
DECEMBER 31, 2023

CHRISTIAN COUNTY LIBRARY
December 31, 2023

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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, 2023, 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, 2023, 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
June 26, 2024

CHRISTIAN COUNTY LIBRARY
Statement of Net Position - Modified Cash Basis
December 31, 2023

	Primary Government	Component Unit
	Governmental Activities	Christian County Library Foundation
ASSETS		
Cash and cash equivalents	\$ 1,176,851	\$ -
Certificate of deposit	504,465	-
Restricted cash and cash equivalents	960,121	97,981
TOTAL ASSETS	2,641,437	97,981
LIABILITIES		
Current Liabilities:		
Accrued expenses	13,164	-
Total Current Liabilities	13,164	-
NET POSITION		
Restricted for debt service	960,121	-
Restricted for other purposes		97,981
Unrestricted	1,668,152	-
Total Net Position	\$ 2,628,273	\$ 97,981

CHRISTIAN COUNTY LIBRARY
Statement of Activities - Modified Cash Basis
Year ended December 31, 2023

	Program Revenues				Changes in Net Position		Net (Expense) Revenue and Component Unit
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government Activities	Christian County Library Foundation	
<u>Program Activities</u>							
Primary Government:							
Governmental Activities							
Library							
Collections	\$ 243,174	\$ -	\$ 80,849	\$ -	\$ (162,325)	\$ -	
Personnel	2,061,817	-	-	-	(2,061,817)	-	
Operations	533,653	41,848	51,530	-	(440,275)	-	
Capital outlay	57,770	-	-	-	(57,770)	-	
Debt Service							
Principal	642,656	-	-	-	(642,656)	-	
Interest and Fiscal Fees	238,198	-	-	-	(238,198)	-	
Total Governmental Activities	3,777,268	41,848	132,379	-	(3,603,041)	-	
Total primary government	\$ 3,777,268	\$ 41,848	\$ 132,379	\$ -	\$ (3,603,041)	\$ -	
Component Unit:							
Christian County Library Foundation	\$ 14,545	\$ -	\$ 4,559	\$ -	\$ -	\$ (9,986)	
General revenues:							
County taxes					3,229,200	-	
Investment income					59,846	686	
Total general revenues					3,289,046	686	
Change in net position					(313,995)	(9,300)	
Net Position at beginning of year					2,942,268	107,281	
Net Position at end of year					\$ 2,628,273	\$ 97,981	

See accompanying notes to basic financial statements.

CHRISTIAN COUNTY LIBRARY
 Governmental Funds Balance Sheet - Modified Cash Basis
 December 31, 2023

	December 31, 2023	
	Library	Total Governmental Funds
	<u> </u>	<u> </u>
ASSETS		
Cash and cash equivalents	\$ 1,176,851	\$ 1,176,851
Certificate of deposit	504,465	504,465
Restricted cash and cash equivalents	960,121	960,121
TOTAL ASSETS	<u><u>2,641,437</u></u>	<u><u>2,641,437</u></u>
LIABILITIES		
Current Liabilities:		
Accrued expenses	13,164	13,164
Total Current Liabilities	<u>13,164</u>	<u>13,164</u>
FUND BALANCES		
Restricted	960,121	960,121
Unassigned	1,668,152	1,668,152
Total fund balances	<u>2,628,273</u>	<u>2,628,273</u>
Total liabilities and fund balances	<u><u>\$ 2,641,437</u></u>	<u><u>\$ 2,641,437</u></u>

CHRISTIAN COUNTY LIBRARY
 Governmental Funds Revenues, Expenditures, and
 Changes in Fund Balances - Modified Cash Basis
 Year ended December 31, 2023

	December 31, 2023	
	Library	Total Governmental Funds
Revenues		
County taxes	\$ 3,229,200	\$ 3,229,200
Intergovernmental revenue	80,849	80,849
Charges for services	41,848	41,848
Grants, gifts and reimbursements	51,530	51,530
Investment income	59,846	59,846
Total Revenues	<u>3,463,273</u>	<u>3,463,273</u>
Expenditures		
Collections	243,174	243,174
Personnel	2,061,817	2,061,817
Operations	533,653	533,653
Capital outlay	57,770	57,770
Debt Service		
Principal	642,656	642,656
Interest and Fiscal Fees	238,198	238,198
Total Expenditures	<u>3,777,268</u>	<u>3,777,268</u>
Excess (deficiency) of revenues over expenditures	(313,995)	(313,995)
Fund balance-beginning of the year	<u>2,942,268</u>	<u>2,942,268</u>
Fund balance-end of the year	<u>\$ 2,628,273</u>	<u>\$ 2,628,273</u>

CHRISTIAN COUNTY LIBRARY

Notes to the Financial Statements

December 31, 2023

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, 2023

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, 2023

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 American, the fund financial statements for governmental funds would use the modified

CHRISTIAN COUNTY LIBRARY

Notes to the Financial Statements

December 31, 2023

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

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.

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.

CHRISTIAN COUNTY LIBRARY

Notes to the Financial Statements

December 31, 2023

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.

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, 2023, the required deposits had been met.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2023

Restricted net position at December 31, 2023 is as follows:

	Restricted Cash and Cash Equivalents	Restricted Net Position	
Primary Government:			
2018 Debt Fund	\$ 29	\$ 29	
2018 Reserve Fund	115,802	115,802	
2020 Debt Fund	844,290	844,290	
	\$ 960,121	\$ 960,121	
Component Unit:			
Checking Accounts	\$ 97,981	\$ 97,981	
	\$ 97,981	\$ 97,981	

3. Deposits

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

	Year Ended December 31, 2023	
	Carrying Amounts	Bank Balance
Primary Government:		
Petty cash	\$ 577	\$ -
Checking account	1,176,274	1,202,311
Certificates of Deposit	504,465	504,465
Total	1,681,316	1,706,776
Held in Trust:		
U.S. Government Agency securities	960,121	960,121
Total Held in Trust	960,121	960,121
Total Primary Government	\$ 2,641,437	\$ 2,666,897
Component Unit:		
Checking account	\$ 97,981	\$ 97,981
Total Component Unit	\$ 97,981	\$ 97,981

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.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2023

Of the total bank balance for the primary government at December 31, 2023, \$1,706,776 was covered by federal depository insurance or by collateral securities held in the Library's name. The remaining \$960,121 was invested in U.S. Government securities.

Of the total bank balance for the component unit at December 31, 2023, \$97,981 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.

4. Leases

The Library entered into a noncancelable lease agreement in 2018 for use of equipment for \$418 a quarter for five years. For the year ended December 31, 2023, \$1,674 was paid in lease payments.

The Library entered into a noncancelable lease agreement in 2020 for use of equipment for \$393 a quarter for 5 years and 3 months. For the year ended December 31, 2023, \$1,571 was paid in lease payments.

	Balance 1/1/2023	Additions	Payments	Balance 12/31/2023	Due in One Year
2018 Lease Obligation	\$ 1,225	\$ -	\$ 1,225	\$ -	\$ -
2020 Lease Obligation	4,827	-	1,431	3,396	1,479
Total Long-term Debt	\$ 6,052	\$ -	\$ 2,656	\$ 3,396	\$ 1,479

Future lease payments at December 31, 2023 are as follows:

December 31,	Principal	Interest	Total
2024	\$ 1,479	\$ 92	\$ 1,571
2025	1,527	44	1,571
2026	390	3	393
Total	\$ 3,396	\$ 139	\$ 3,535

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.

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2023

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, 2023. The interest rate on the lease purchase is 4.99% with payments payable semi-annually.

A summary of changes of long-term debt for the year ended December 31, 2023 follows:

	Balance 1/1/2023	Additions	Payments	Balance 12/31/2023	Due in One Year
2018 COPs	\$ 725,000	-	\$ 110,000	\$ 615,000	\$ 110,000
2020 COPs	3,555,000	-	150,000	3,405,000	155,000
2022 Lease Purchase	2,175,000	-	380,000	1,795,000	325,000
Total Long-term Debt	\$ 6,455,000	\$ -	\$ 640,000	\$ 5,815,000	\$ 590,000

Long-term debt payments are as follows:

Year	Principal	Interest	Total
2024	\$ 595,000	\$ 235,745	\$ 830,745
2025	620,000	208,947	828,947
2026	655,000	181,164	836,164
2027	675,000	152,020	827,020
2028	710,000	121,770	831,770
2029-2033	1,030,000	432,600	1,462,600
2034-2038	1,250,000	210,000	1,460,000
2039	280,000	11,200	291,200
	\$ 5,815,000	\$ 1,553,446	\$ 7,368,446

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

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2023

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. 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.

	2/28/2023
	<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	5
Active Employees	<u>23</u>
Total	<u><u>35</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 13.60% of annual covered payroll and the employer recognized pension expense of \$139,455 for December 31, 2023 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

CHRISTIAN COUNTY LIBRARY
Notes to the Financial Statements
December 31, 2023

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, 2023 were approximately \$46,037.

SUPPLEMENTARY INFORMATION

CHRISTIAN COUNTY LIBRARY

Budgetary Comparison Schedule - Governmental Funds - Modified Cash Basis

Year Ended December 31, 2023

	Original Budget	Budget as Amended	Actual	Variance from Amended Positive (Negative)
Resources (inflows):				
County taxes	\$ 3,070,493	\$ 3,062,692	\$ 3,229,200	\$ 166,508
Intergovernmental revenue	84,934	84,934	80,849	(4,085)
Fines, copies, miscellaneous	30,000	30,000	41,848	11,848
Grants, gifts and reimbursements	80,000	85,800	51,530	(34,270)
Interest earned	10,000	10,000	59,846	49,846
Amounts available for appropriation	<u>3,275,427</u>	<u>3,273,426</u>	<u>3,463,273</u>	<u>189,847</u>
Charges to appropriations (outflows):				
Collections:				
Books	174,000	174,000	167,858	(6,142)
Periodicals	5,000	5,000	8,374	3,374
Audio/visual	36,000	36,000	16,162	(19,838)
Database	61,000	61,000	50,780	(10,220)
Total collections	<u>276,000</u>	<u>276,000</u>	<u>243,174</u>	<u>(32,826)</u>
Personnel				
Salaries	1,626,000	1,626,000	1,545,905	(80,095)
Payroll taxes	124,389	124,389	116,661	(7,728)
Retirement-Lagers	153,403	153,403	139,455	(13,948)
Health insurance	190,000	190,000	207,874	17,874
Unemployment Reserve	5,000	5,000	-	(5,000)
Payroll Expenses	40,000	40,000	45,079	5,079
Staff Support	2,500	2,500	2,169	(331)
Recruiting	750	750	1,050	300
Workmen's compensation	20,000	20,000	3,624	(16,376)
Total personnel	<u>2,162,042</u>	<u>2,162,042</u>	<u>2,061,817</u>	<u>(100,225)</u>
Operating				
Automation	100,000	100,000	71,356	(28,644)
Building and grounds	100,000	100,000	89,657	(10,343)
Development	300	300	170	(130)
Furniture and equipment	10,000	10,000	4,471	(5,529)
Information Technology	75,000	75,000	50,594	(24,406)
Insurance	34,000	34,000	47,319	13,319
Marketing	15,500	15,500	8,802	(6,698)
Membership dues	2,500	2,500	3,561	1,061
Movie Licenses	2,300	2,300	2,180	(120)
Outreach	1,000	1,000	1,377	377
Postage	8,000	8,000	6,039	(1,961)
Professional Services	50,000	50,000	42,133	(7,867)
Programming	25,000	25,000	14,449	(10,551)
Programming Supplies	14,380	14,380	14,482	102
Staff and Board Travel	30,000	30,000	20,563	(9,437)
Supplies	35,000	35,000	26,588	(8,412)
Technology	30,000	30,000	25,680	(4,320)
Telephone, fax and modem	10,000	10,000	8,328	(1,672)
Training	12,000	12,000	8,240	(3,760)
Utilities	90,000	90,000	76,856	(13,144)
Vehicles	10,000	10,000	10,808	808
Total operating	<u>654,980</u>	<u>654,980</u>	<u>533,653</u>	<u>(121,327)</u>
Debt Service				
Principal, Interest and Fiscal Fees	838,257	838,257	880,854	42,597
Capital outlay				
Major building and grounds	60,800	60,800	57,770	(3,030)
Total capital outlay	<u>60,800</u>	<u>60,800</u>	<u>57,770</u>	<u>(3,030)</u>
Total charges to appropriations	<u>3,992,079</u>	<u>3,992,079</u>	<u>3,777,268</u>	<u>(214,811)</u>
Excess (Deficit) of Revenues				
Over Expenditures	(716,652)	(718,653)	(313,995)	404,658
Budgetary fund balance, January 1	<u>2,942,268</u>	<u>2,942,268</u>	<u>2,942,268</u>	-
Budgetary fund balance, December 31	<u>\$ 2,225,616</u>	<u>\$ 2,223,615</u>	<u>\$ 2,628,273</u>	<u>\$ 404,658</u>

See notes to the supplementary information.

CHRISTIAN COUNTY LIBRARY

Notes to the Budgetary Comparison Schedule-Governmental Funds-Modified Cash Basis
December 31, 2023

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.

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).

NOTICE OF LEVY HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Tuesday August 27, 2024, at six o'clock at the Nixa Community Branch located at 208 N. McCroskey St., Nixa, Missouri for the setting of the tax rate proposed for the Christian County Library for the 2024 tax year:

CHRISTIAN COUNTY LIBRARY CHRISTIAN COUNTY, MISSOURI ASSESSED VALUATION

(Prior Year Ending 8/1/2023)

(Current Year Thru 8/1/2024)

Real Estate by Category:

Residential \$ 1,171,844,700
Agricultural \$ 9,490,600
Commercial \$ 233,260,140

Real Estate by Category:

Residential \$ 1,221,960,050
Agricultural \$ 9,628,020
Commercial \$ 236,950,590

Total Real \$ 1,414,595,440

Total Real \$ 1,468,538,660

Personal Property \$ 350,524,046

Personal \$ 351,262,868

Local R.R. & Utility \$ 5,821,311

Local R.R. & Utility \$ 4,805,055

State R.R. & Utility \$ 36,467,582

State R.R. & Utility \$ 37,175,097

Total Assessed Value \$ 1,807,408,379

Total Assessed Value \$ 1,861,781,680

Current Tax Levy \$ 0.1861

Proposed Tax Levy \$ 0.1861

This Tax Levy is subject to change due to changes from subsequent information that will be made available.

The amount of property tax revenues to be budgeted for FY25 will be \$3,464,775 if rate (per \$100 of valuation) = \$0.1861.

This notice has been posted at service locations of the Christian County Library District for at least seven days prior to the hearing date in accordance with §67.110, RSMo.

PUBLIC COMMENTS

No more than 30 minutes of each regular meeting of Christian County Library's Board of Trustees will be set aside for public comment. Each commenter may speak one time per meeting for a maximum of three minutes.

Anyone wishing to address the Board must arrive early and sign up with library staff at least 10 minutes before the scheduled start of the meeting. Comments will be heard in the order in which requests are received unless the Chair rules otherwise.

After recognition by the Presiding Officer of CCL's Board of Trustees, the presenter must state their name to be recorded for the meeting minutes. Anyone refusing to identify themselves will be prohibited from addressing the Board.

If at any time individuals or groups interrupt the meeting, exceed the time limitations, or violate CCL's [Library Code of Conduct](#), they will be asked to cease to address the Board and/or leave the meeting as deemed necessary by the Chair.

As a general rule, the Board will not respond to public comments at the time they are made. The Board may ask clarifying questions, comment, or take action at their discretion. Questions for staff about library operations should be made during normal business hours.