

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 25, 2025 at 6:00 p.m. (Doors open at 5:30 p.m.)
Nixa Community Branch, Large Meeting Room

Pledge of Allegiance

Consent Agenda

1. Minutes
 - A. Minutes of the Thursday, December 12, 2024 Special Meeting - Closed Session
 - B. Minutes of the Monday, December 16, 2024 Open Meeting
 - C. Minutes of the Friday, January 17, 2025 Special Meeting - Open Session
 - D. Minutes of the Friday, January 24, 2025 Special Meeting - Open Session
 - E. Minutes of the Friday, January 31, 2025 Special Meeting - Open Session
 - F. Minutes of the Monday, February 3, 2025 Special Meeting - Closed Session
 - G. Minutes of the Friday, February 7, 2025 Special Meeting - Open Session
2. Financial Reports
 - A. Adjustments to Anticipated Bills for December 2024 & January 2025
 - B. Estimated Bills for January & February 2025
 - C. Balance Sheet for December 2024 & January 2025
 - D. Monthly Report for December 2024 & January 2025
3. Report of the Executive Director

Administrative Highlights

- 2024 Annual Report

Public Comments

Old Business

- Resource Sharing Software Update
- Bylaws Revision - Second Reading
 - Article VIII: Scope of Authority
- Legal Representation of Library District in Ongoing Litigation

New Business

- Welcome to New Trustee
- 2025 Payscale - Revision of Executive Director Starting Pay Range and Minimum Experience & Education Requirements
- Removal of the Library District from the Lawsuit
- Fees from John Spurlock in Defense of the Lawsuit from Janis Hagen
- Removal of Memberships in ALA and MLA as Appropriate
- Budget Realignment
- Bond Repayment
- Formation of Policy and Bylaw Subcommittee
- Formation of a Budget Subcommittee

Adjournment

Monday, December 16, 2024: Open Session

Trustees in Attendance: Diana Brazeale, John Garrity, and Echo Schneider.

Trustee(s) Absent: Janis Hagen.

Christian County Library's Board of Trustees met for a regular monthly session on Monday, December 16, 2024 in the Large Meeting Room of the Nixa Community Branch. 36 members of the community were present.

President Echo Schneider presided.

Start Time: 6:00 p.m.

Pledge of Allegiance

Consent Agenda

John Garrity asked to remove item 2.B. "Estimated Bills for December 2024" from the consent agenda for discussion.

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

Diana Brazeale moved to pay all estimated bills with the exception of a \$1,312.50 portion of the Styron & Shillings invoice itemized as fees for 10.5 hours of legal services for the currently pending lawsuit. Before deciding whether to pay the remainder, Trustees directed Executive Director Brumett to contact Mr. Styron to ascertain more information about who commissioned that work and whether he had provided advance notice and a budget for this additional work as required by his contract. John Garrity seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Brazeale: Aye; and Trustee Garrity: Aye.

Administrative Highlights

None presented.

Public Comments

This month speakers included: Kevin Bright, Wanetta Bright, Elizabeth Dudash-Buskirk, Sherry Leonard, and David Rice.

Old Business

Resource Sharing Software Update

Executive Director Brumett shared the latest updates on the MOBIUS software migration and updated Trustees on the process of implementing an expanded version of OCLC as an additional interim resource for patrons.

Bylaws Revision - Second Reading

- Article V: Order Of Business

John Garrity moved to approve *Article V: Order of Business* of the Trustee Bylaws as presented. Diana Brazeale seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Brazeale: Aye; and Trustee Garrity: Aye.

Bylaws Revision - First Reading (Tabled at November Meeting)

- Article VIII: Scope of Authority

John Garrity moved to adopt the changes to *Article VIII: Scope of Authority* of the Trustee Bylaws as presented with the addition of Echo's proposed facilities clause. Diana Brazeale seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Brazeale: Aye; and Trustee Garrity: Aye.

New Business**Equipping the Library for Hybrid Meetings**

Executive Director Brumett explained that with advance notice patron programming equipment already owned by the library could be reserved and used to facilitate hybrid trustee meetings. Trustee Garrity then additionally requested that she investigate ways to amplify voices of the Trustees and speakers and present the board with options at an upcoming meeting.

MO Sunshine Request Notifications to the Board

In response to a request from President Schneider, Executive Director Brumett presented a list of the sunshine requests received in 2024. Trustees requested that going forward Director Brumett provide trustees with details about the requests received in her weekly email updates to the board.

CCL Memberships and Professional Association Review

In response to a request from President Schneider, Executive Director Brumett presented a list of professional associations CCL is an institutional member of and which CCL financially sponsors library staff to join as individual professionals along with individually itemized costs and budget categories for each.

CCL ILS Discussions

President Schneider presented information from a document she prepared with her own research into Evergreen and other library ILS and resource sharing software options.

Adjournment

The meeting was adjourned by the Chair at 6:56 p.m.

Friday, January 17, 2025: Special Meeting - Open Session

Trustees in Attendance: Diana Brazeale, John Garrity, Janis Hagen, Mary Hernandez de Carl, and Echo Schneider.

Trustee(s) Absent: None.

Also Present: Nicholas Holladay, Mary Miller, Tory Pegram, Dana Roberts, and an additional 12 members of the community.

Christian County Library's Board of Trustees met in a special open session on Friday, January 17, 2025, in the Large Meeting Room of the Nixa Community Branch.

President Echo Schneider presided.

Start Time: 4:01 p.m.

Agenda Items

Executive Director Search Process

John Garrity moved to proceed with an internally managed search process with the understanding that if a suitable set of candidates have not been found 8 weeks after posting that the board will reconsider enlisting the help of an outside search company. Diana Brazeale seconded.

All Trustees present were in favor. The motion passed. Roll Call: Trustee Brazeale: Aye; Trustee Garrity: Aye; Trustee Hagen: Aye; and Trustee Hernandez de Carl: Aye.

Trustees then agreed to begin with the proposed job description revision draft presented by Trustee Garrity and return to the Friday, January 24th meeting with additional questions, comments, and suggested revisions in order to craft an agreed upon final version to run past the attorney and then post.

Adjournment

The meeting was adjourned by the Chair at 5:39 p.m.

Friday, January 24, 2025: Special Meeting - Open Session

Trustees in Attendance: John Garrity, Janis Hagen, Mary Hernandez de Carl, and Echo Schneider.

Trustee(s) Absent: Diana Brazeale.

Also Present: Nicholas Holladay, Mary Miller, Tory Pegram, Dana Roberts, and an additional 19 members of the community.

Christian County Library's Board of Trustees met in a special open session on Friday, January 24, 2025, in the Large Meeting Room of the Nixa Community Branch.

President Echo Schneider presided.

Start Time: 4:00 p.m.

Agenda Items

Executive Director Job Description Revisions

Janis Hagen moved to use the previously established Executive Director job description approved most recently at the Director's 2024 performance review and already vetted by library legal counsel as a basis for any fine tuning. No one seconded. The motion failed.

John Garrity moved to begin with the "Combined Revised Executive Director Job Description" document that uses his initial draft of revision suggestions as a base and includes additional comments and proposed edits from all of the Trustees as the starting point for the evening's discussion. Mary Hernandez de Carl seconded. 2 Trustees were in favor and 1 opposed. The motion passed. Roll Call: Trustee Garrity: Aye; Trustee Hagen: Nay; and Trustee Hernandez de Carl: Aye.

John Garrity moved to revise the "Qualifications" section as follows:

- Bachelor's Degree required
- Masters Degree in Library Science or related field preferred
- 10 years management/ supervisory experience (with 5 years minimum in library administration preferred)
- Strong knowledge of database systems, operations, and public facing services
- Experience in community service and public engagement

Mary Hernandez de Carl seconded. 2 Trustees were in favor and 1 opposed. The motion passed. Roll Call: Trustee Garrity: Aye; Trustee Hagen: Nay, noting she believed that an MLIS and at least 5 years library administration experience should be mandatory; and Trustee Hernandez de Carl: Aye.

Janis Hagen moved to submit this approved draft to the attorney and the library's HR staff for formatting and review before finalizing and posting. John Garrity seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Garrity: Aye; Trustee Hagen: Aye; and Trustee Hernandez de Carl: Aye.

Executive Director Search Process

Another meeting is scheduled for 4pm on Friday, January 31st to continue search process discussions.

Adjournment

The meeting was adjourned by the Chair at 6:15 p.m.

Friday, January 31, 2025: Special Meeting - Open Session

Trustees in Attendance: Diana Brazeale, John Garrity, Janis Hagen, Mary Hernandez de Carl, and Echo Schneider.

Trustee(s) Absent: None.

Also Present: Nicholas Holladay, Mary Miller, Tory Pegram, Dana Roberts, and an additional 9 members of the community.

Christian County Library's Board of Trustees met in a special open session on Friday, January 31, 2025, in the Large Meeting Room of the Nixa Community Branch.

President Echo Schneider presided.

Start Time: 4:01 p.m.

Pledge of Allegiance

Agenda Items

Executive Director Search Process

- **Job Description Feedback Discussion**

John Garrity moved to reorder the agenda so that the "Job Description and Feedback Discussion" was first. Diana Brazeale seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Brazeale: Aye; Trustee Garrity: Aye; Trustee Hagen: Aye; and Trustee Hernandez de Carl: Aye.

Janis Hagen moved to accept the Executive Director job description incorporating the attorney's suggestions and all other final revisions as discussed. Mary Hernandez de Carl seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Brazeale: Aye; Trustee Garrity: Aye; Trustee Hagen: Aye; and Trustee Hernandez de Carl: Aye.

- **Timeline**

John Garrity moved to proceed with posting the job description, salary range, and a summary list of provided benefits on CCL's website and widely on other job recruiting and professional sites, especially those with little or no additional cost. It would be posted by Thursday, February 6th for at least 6 weeks (making first consideration Friday, March 21st) with the following application components required:

- CCL Application (with all required fields as discussed)
- Resume
- Cover Letter
- 3 References

Diana Brazeale seconded. All Trustees were in favor. The motion passed. Roll Call: Trustee Brazeale: Aye; Trustee Garrity: Aye; Trustee Hagen: Aye; and Trustee Hernandez de Carl: Aye.

- **Interview Process**

Library staff agreed to create a shared folder for all application materials so that Trustees can review submissions. Additional discussion of next steps will continue at future meetings.

- **Salary Review**

Janis Hagen moved to keep the salary range for a prospective Executive Director at \$38 to \$42 as previously approved in the 2025 Payscale. No one seconded. The motion failed.

John Garrity moved to increase the current starting pay range by \$1 to \$38 to \$43 an hour and requested staff provide recommendations at an upcoming meeting for how the 2025 budget could be revised to accommodate an offer at the \$43 per hour maximum if made. Diana Brazeale seconded. 3 Trustees were in favor and 1 opposed. The motion passed. Roll Call: Trustee Brazeale: Aye; Trustee Garrity: Aye; Trustee Hagen: Nay; and Trustee Hernandez de Carl: Aye.

Adjournment

The meeting was adjourned by the Chair at 5:30 p.m.

Friday, February 7, 2025: Special Meeting - Open Session

Trustees in Attendance: Diana Brazeale, John Garrity, Mary Hernandez de Carl, and Echo Schneider.

Trustee(s) Absent: Janis Hagen.

Also Present: Tory Pegram, Dana Roberts, and an additional 5 members of the community.

Christian County Library's Board of Trustees met virtually in a special open session on Friday, February 7, 2025.

President Echo Schneider presided.

Start Time: 4:00 p.m.

Pledge of Allegiance

Agenda Items

Discuss Request for Quote (RFQ) and Legal Representation of Library District in Ongoing Litigation

John Garrity moved to accept the RFQ with all edits for Echo to present to Richard Winders. Diana Brazeale seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Brazeale: Aye; Trustee Garrity: Aye; and Trustee Hernandez de Carl: Aye.

Adjournment

The meeting was adjourned by the Chair at 4:13 p.m.

Christian County Library Adjustment Report for Dec 2024 (Unaudited)

	Anticipated	Actual	Adjustment
ADT LLC	648.47	340.56	(307.91)
Admiral Express	-	219.95	219.95
Amazon Capital Services, Inc.	6,513.67	5,993.27	(520.40)
Baker & Taylor-Books	3,966.58	1,966.58	(2,000.00)
BambooHR	1,159.28	1,175.48	16.20
Brittany Russell	25.00	-	(25.00)
Casey's General Store	381.89	418.77	36.88
Chuck Mercer	120.00	90.00	(30.00)
Concur Technologies, Inc.	345.72	691.44	345.72
Credit Card	7,216.95	2,663.95	(4,553.00)
Debra Tucker - Yoga instructor	120.00	180.00	60.00
Demco, Inc.	-	135.15	135.15
Ellis Ellis Hammons & Johnson PC	-	174.00	174.00
Hoopla by Midwest Tape	6,500.06	6,499.87	(0.19)
Lakeland Office Systems	216.76	297.00	80.24
Lowe's	47.75	39.10	(8.65)
Midwest Tape	1,768.45	768.45	(1,000.00)
Ozark Water Department	45.10	-	(45.10)
Personnel	162,295.58	161,703.46	(592.12)
Quality Irrigation	-	57.00	57.00
Square, Inc.	57.33	57.35	0.02
Staples Advantage Business Credit	80.00	800.00	720.00
UniFirst Corporation	901.80	973.18	71.38
Verizon Wireless	2,103.95	2,147.10	43.15
			-

Original Anticipated Bills	257,620.40
Adjustment	(7,122.68)

Reimbursements	0.00
Total December 2024 CCL Bills	250,497.72

CDs

CD#: 37840052 matures August 28, 2025 (int rate .9%)	250,000.00
CD#: 197708399 matures September 16, 2025 (int rate .75%)	257,706.76
CD Total	507,706.76

Ozark Bank Checking 1,266,844.41

Southern Bank Checking (SONDHI) 143,184.60

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

<u>Bond Funds</u>	
CCL Cop 2020 REV	0.00
CCL Cop 2020 PROJ	553,090.23
CCL Cop 2020 COI	0.00
CCL Cop 18 Prj	29.23
CCL Cop 18 Lrf	0.00
CCL Cop 18 Rf	110,065.15
Total Library Funds as of December 31, 2024	2,581,497.38

Foundation Funds		
CCLF Checking		29,378.56
Community Foundation of the Ozarks - CCLF Fund Finley (as of 3rd Qtr 2024)		0.00
Community Foundation of the Ozarks - CCLF Fund - Nixa (as of 3rd Qtr 2024)		0.00
Edward Jones Insured Bank Deposit		5.66
Edward Jones CDs		25,000.00
Edward Jones Mutual Funds		40,563.79
		0.00
Total Foundation Funds		94,948.01
*Total Current CCLF and CCL Assets		2,676,445.39

Christian County Library Adjustment Report for Jan 2025 (Unaudited)

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

Original Anticipated Bills	386,133.87	
Adjustment	0.00	

Reimbursements	0.00	
Total December 2024 CCL Bills	386,133.87	

CDs

CD#: 37840052 matures August 28, 2025 (int rate .9%)	250,000.00	
CD#: 197708399 matures September 16, 2025 (int rate .75%)	258,270.94	
CD Total		508,270.94
Ozark Bank Checking		916,250.49
Southern Bank Checking (SONDHI)		143,202.84
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

<u>Bond Funds</u>	
CCL Cop 2020 REV	0.00
CCL Cop 2020 PROJ	553,090.23
CCL Cop 2020 COI	0.00
CCL Cop 18 Prj	29.23
CCL Cop 18 Lrf	0.00
CCL Cop 18 Rf	110,065.15
Total Library Funds as of January 31, 2025	2,231,485.88

Foundation Funds

CCLF Checking	22,228.69
Community Foundation of the Ozarks - CCLF Fund Finley (as of 3rd Qtr 2024)	0.00
Community Foundation of the Ozarks - CCLF Fund - Nixa (as of 3rd Qtr 2024)	0.00
Edward Jones Insured Bank Deposit	5.66
Edward Jones CDs	25,000.00
Edward Jones Mutual Funds	40,563.79
	0.00

Total Foundation Funds	87,798.14
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*Total Current CCLF and CCL Assets	2,319,284.02
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Christian County Library
Anticipated Bills
January 2025

	<u>Jan 25</u>
ADT LLC	970.84
Amazon Capital Services, Inc.	313.68
Baker & Taylor-Books	3,597.06
BambooHR	1,132.96
Blackstone Publishing	629.97
Branson Tri-Lakes News	100.00
Brittany Russell	25.00
Casey's General Store	94.39
Cengage Learning	11,721.09
Center Point Large Print	288.84
Chabom Teas + Spices	7.91
Chilton's Environmental Services LLC	258.00
Chuck Mercer	120.00
City of Clever	58.53
City of Nixa	165.00
City of Sparta	53.40
Concur Technologies, Inc.	345.72
Creative Product Source Inc.	608.01
Credit Card	4,523.69
Davin Gaskins	142.09
Debra Tucker - Yoga instructor	270.00
DELL MARKETING L.P.	18,096.17
Demco, Inc.	1,085.09
DPC Cleaning, LLC (SteamPro)	874.12
Echo Schneider	527.14
Ellis Ellis Hammons & Johnson PC	1,682.37
GFI Digital	721.66
GFL Environmental (formerly WCA)	480.86
Hoopla by Midwest Tape	6,500.07
Kenco Fire Equipment, Inc.	49.00
Lakeland Office Systems	523.75
Liberty Utilities	2,248.30
Lowe's	9.96
Mercy Specialized Billing Services	90.00
Midwest Tape	461.06
Missouri Employers Mutual	959.89
Mitchem Tire & Wheel	497.37
Moody's Investors Service, Inc.	500.00
Mountain Country Propane	1,699.86
Nixa Utilities	1,731.65
OverDrive, Inc.	267.74
Ozark Water Department	93.59
Quadient Finance USA, Inc	400.00
Quadient Leasing USA, Inc.	392.76
Quality Clean, LLC	2,650.00

Christian County Library
Anticipated Bills
January 2025

	<u>Jan 25</u>
Recite Me NA LLC	2,000.00
Republic Services	447.64
Sapp Design Associates, P.C. - Architects	2,700.00
Sho-Me Fire Protection	495.00
Show Me Christian County	1,000.00
Socket	613.80
Spire (formerly Missouri Gas Energy)	1,479.64
Springfield-Grne Cnty Lib. - Business Off	29,320.65
Springfield Glass Company, LLC	342.50
Springshare LLC	1,199.00
Square, Inc.	70.15
SWMO Services	1,554.00
UniFirst Corporation	1,826.50
Unique Management Services	570.85
USA Today	34.00
Verizon Wireless	1,955.57
World Trade Press	2,471.01
Zoobean	2,072.70
Personnel	268,012.27
TOTAL	<u><u>386,133.87</u></u>

Anticipated Bills

February 2025

	Feb 25
ADT LLC	680.64
Amazon Capital Services, Inc.	5,204.50
Amigos Library Services	4,396.75
Baker & Taylor-Books	6,543.95
BambooHR	1,132.96
Blackstone Publishing	249.43
Casey's General Store	205.03
Cengage Learning	740.78
Center Point Large Print	288.84
Chuck Mercer	120.00
City of Clever	58.53
City of Nixa	165.00
City of Sparta	53.40
Concur Technologies, Inc.	345.72
Credit Card	7,539.77
Debra Tucker - Yoga Instructor	270.00
GFI Digital	511.06
GFL Environmental (formerly WCA)	480.86
Hoopla by Midwest Tape	6,499.74
Lakeland Office Systems	224.00
Liberty Utilities	2,248.30
Mercy Specialized Billing Services	88.50
Midwest Tape	1,677.11
Missouri Employers Mutual	25.00
Nixa Utilities	2,142.96
Ozark Water Department	93.59
OverDrive, Inc.	756.75
Quadient Finance USA, Inc	849.72
Quality Clean, LLC	2,650.00
Republic Services	447.64
Sapp Design Associates, P.C. - Architects	2,700.00
Showcases	255.96
Socket	613.80
Spire (formerly Missouri Gas Energy)	2,206.83
Square, Inc.	70.15
SWMO Services	2,485.00
The Library Store, Inc.	325.49
Uline	86.39
UniFirst Corporation	1,739.86
Unique Management Services	570.85
USA Today	34.00
Verizon Wireless	1,955.57
Personnel	171,017.50
TOTAL	230,751.93

Christian County Library

Balance Sheet - Unaudited

As of December 31, 2024

Cash Basis

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Southern Bank Checking (SONDHI)	143,184.60
CCLFoundation -Do not Reconcile	
CCLFoundation Edward Jones	
CCLFoundation Insured Bank Dep	5.66
CCLFoundation CDs	25,000.00
CCLFoundation Mutual Funds	40,563.79
Total CCLFoundation Edward Jones	65,569.45
CCLFoundation Checking Account	29,378.56
Total CCLFoundation -Do not Reconcile	94,948.01
CD's	507,706.76
Ozark Bank Checking	1,266,844.41
Total Checking/Savings	2,012,683.78
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	2,013,260.78
Other Assets	
CCL Cop 2020 PROJ	553,090.23
CCL Cop 18 Prj	29.23
CCL Cop 18 Rf	110,065.15
Total Other Assets	663,184.61
TOTAL ASSETS	2,676,445.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	6,235.86
Credit Cards	3,419.31
Other Current Liabilities	
Payroll Liabilities	13,137.48
Total Other Current Liabilities	13,137.48
Total Current Liabilities	22,792.65
Total Liabilities	22,792.65
Equity	2,653,652.74
TOTAL LIABILITIES & EQUITY	2,676,445.39

Christian County Library
Balance Sheet - Unaudited
As of January 31, 2025

	<u>Jan 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Southern Bank Checking (SONDHI)	143,202.84
CCLFoundation -Do not Reconcile	
CCLFoundation Edward Jones	
CCLFoundation Insured Bank Dep	5.66
CCLFoundation CDs	25,000.00
CCLFoundation Mutual Funds	40,563.79
Total CCLFoundation Edward Jones	65,569.45
CCLFoundation Checking Account	22,228.69
Total CCLFoundation -Do not Reconcile	87,798.14
CD's	508,270.94
Ozark Bank Checking	916,250.49
Total Checking/Savings	1,655,522.41
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	1,656,099.41
Other Assets	
CCL Cop 2020 PROJ	553,090.23
CCL Cop 18 Prj	29.23
CCL Cop 18 Rf	110,065.15
Total Other Assets	663,184.61
TOTAL ASSETS	<u><u>2,319,284.02</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	14,938.72
Other Current Liabilities	
Payroll Liabilities	29,314.00
Total Other Current Liabilities	29,314.00
Total Current Liabilities	44,252.72
Total Liabilities	44,252.72
Equity	2,275,031.30
TOTAL LIABILITIES & EQUITY	<u><u>2,319,284.02</u></u>

Christian County Library

Profit & Loss - Unaudited

December 2024

Cash Basis

	Dec 24
Ordinary Income/Expense	
Income	
Library Item for Sale	54.00
Tax Rev	548,100.51
Copier/Fines/Fees	3,222.13
Foundation Funds	412.48
Gifts/Grants/Reimbursements	4,710.00
Interest Income	773.23
Total Income	557,272.35
Gross Profit	557,272.35
Expense	
Collection	
Consortia	-13,150.18
Board Games	
Youth Board Games	317.27
Total Board Games	317.27
Technology (Hotspots)	2,057.84
Audio/Visual	
Youth AV	359.77
Adult AV	785.59
Total Audio/Visual	1,145.36
Books	
Youth Services	1,493.79
Electronic Coll. (Hoopla & OD)	6,167.65
Adult Books	4,344.41
Total Books	12,005.85
Databases	7,089.04
Periodicals & Zinio	558.28
Total Collection	10,023.46
Foundation Expense	71.27
Operating Expense	
Bond Fees	1,000.00
Bank Service Charges	62.35
IT Discretionary Budget	
Services	1,672.41
Software/Licensing	4,055.74
Total IT Discretionary Budget	5,728.15
Building & Grounds	5,619.62
Professional Services	4,687.90
Insurance-Library	49,431.00
Marketing	812.99
Postage	769.24
Programming	
Adult Programs	270.00
Youth Services Programs	89.88
Total Programming	359.88
Programming Supplies	
Adult Programming Supplies	241.17
Youth Programming Supplies	1,520.79
Total Programming Supplies	1,761.96

Christian County Library
Profit & Loss - Unaudited

Cash Basis

December 2024

	Dec 24
Staff & Board- Travel	585.25
Supplies	1,772.80
Telephone/Fax/Modem	702.85
Utilities	4,788.74
Vehicles	471.09
Total Operating Expense	78,553.82
Personnel	161,849.17
Total Expense	250,497.72
Net Ordinary Income	306,774.63
Net Income	306,774.63

Christian County Library
Profit & Loss - Unaudited
January 2025

Cash Basis

	Jan 25
Ordinary Income/Expense	
Income	
Copier/Fines/Fees	4,033.19
Foundation Funds	3.11
Gifts/Grants/Reimbursements	2,700.00
Interest Income	773.13
Total Income	7,509.43
Gross Profit	7,509.43
Expense	
Collection	
Consortia	29,320.65
Technology (Hotspots)	1,866.30
Audio/Visual	
Youth AV	372.23
Adult AV	718.80
Total Audio/Visual	1,091.03
Books	
Youth Services	480.27
Electronic Coll. (Hoopla & OD)	6,767.81
Adult Books	4,101.72
Total Books	11,349.80
Databases	13,496.01
Periodicals & Zinio	134.00
Total Collection	57,257.79
Foundation Expense	7,152.98
Interest Expense	162.36
Operating Expense	
Bank Service Charges	115.31
IT Discretionary Budget	
Services	1,595.49
Computer Hardware	18,096.17
Software/Licensing	9,518.53
Total IT Discretionary Budget	29,210.19
Building & Grounds	7,494.19
Professional Services	5,618.22
Furniture & Equipment	0.00
Marketing	379.74
Memberships	1,488.00
Postage	792.76
Programming	
Adult Programs	557.09
Youth Services Programs	13.99
Total Programming	571.08
Programming Supplies	
Adult Programming Supplies	18.66
Youth Programming Supplies	258.74
Total Programming Supplies	277.40
Staff & Board- Travel	834.89
Supplies	1,579.32
Telephone/Fax/Modem	703.07

Christian County Library
Profit & Loss - Unaudited
January 2025

Cash Basis

	Jan 25
Utilities	8,250.80
Vehicles	613.24
Total Operating Expense	57,928.21
Personnel	263,632.53
Total Expense	386,133.87
Net Ordinary Income	-378,624.44
Net Income	-378,624.44

Report of the Interim Director February 2025

Collection & Services

- The Library has added Blackstone Unlimited to our digital collection. Blackstone offers solely audiobooks, the biggest draw in our digital collection. There are no holds or borrowing limitations with Blackstone, and an app can be downloaded through the Google Play store and the Apple store. Patrons must make an account when they first log into Blackstone, but then will be able to borrow and download any audiobook on the platform.
- We're excited to announce an easier way to borrow materials from WorldCat, a global Interlibrary system connecting collections from libraries worldwide. This is a streamlining of the current ILL (interlibrary loan) process. Each library card can request up to 20 items per month and that resets on the first of the month. To get started, patrons will create an account in WorldCat, search for an item, and select that item to borrow. The ILL team will take it from there. There is a full FAQ on our website.
- The Library has a new online meeting room booking and event calendar system named LibCal. LibCal is a more user-friendly system that provides a way for patrons to book meeting and study rooms from a web browser or their phone. The event calendar also provides a new way for patrons to browse library events by category, age group, or branch.

Community Engagement

- It was another record-breaking year including highs in library visits, event attendance, circulation, new library cards made, and computer usage. These stats are required by the state and reported every year. The full 2024 Annual Report can be found online.

Facilities

- Gold Mechanical will be coming to inspect an HVAC system at Nixa. The system is blowing cool air when it should be blowing hot.

HR

- We have two new members of our Outreach team! Molly M. has filled the Outreach Delivery position and Lisa S. has filled the Outreach Associate position.
- We are currently hiring a Library Assistant, Communications Coordinator, and Youth Programming Specialist. These positions have interviews scheduled and are anticipated to be filled by the next Board of Trustees meeting.
- The position of Executive Director has been posted and the first consideration date is March 21st.

IT

- We've added the Recite Me web assistive technology toolbar to our website to serve the community better. The goal is to improve the accessibility of content and services for individuals with disabilities who require additional access support, as outlined by the Web Content Accessibility Guidelines. Features include text-to-speech functionality, fully customizable styling features, a translation tool with over 100 languages, zooming up to 200%, and more.

Outreach

- In December, we attended five different holiday parades (Ozark, Nixa, Highlandville, Clever, and Sparta) and passed out over 187 pounds of Smarties candy. Attendance varied depending on the weather at each location. The department is now fully staffed and ready to focus on this year's events and increase the number of patrons we serve in the Home Delivery program. Total circulation stats for the year can be found in the 2024 Annual Report.

Programs

- 502 patrons participated in the 2025 Winter Reading Challenge and logged 425,698 minutes read. The annual Spring Reading challenge will begin on March 1st and end April 30th.
- A new partnership event called "Unifying Nixa Voices" started in January with the English Language Institute (ELI) from Missouri State University and Nixa Public Schools. This 16-week English language instruction course is divided into 4-week sessions for participants to practice the English language. The courses are led by two instructors from ELI, with childcare available for under school-age children provided by ELI in a separate room.
- At the Ozark Branch, the Tea Tuesday with Chabom Teas + Spices event had 17 Adult participants who learned how to brew and sample chai blends.
- Attendees for the Clever children's program named "Sock Snowmen" had a great time making their snowmen. After they were finished, they lined them up outside the meeting room and put some books around them!



Patron Praise

- Patron J. Acker attended the Diamond Painting Class at the Clever Branch Library in December and had these lovely comments:

"I recently attended the diamond painting class at the Clever branch of the Christian County Library. I had never attempted to do a diamond painting myself, but have purchased one in prior years for my (now 17-year-old) daughter. I was excited to have an hour to myself and found great joy in the company of the other ladies that were in the class with me...Thank you for providing an opportunity for me to learn and embrace something new (and calming!) that brings my mind peace while creating something beautiful! I love the many programs that the Christian County Library offers and look forward to seeing what 2025 will bring."

Development Report - January & February 2025

Major Gifts & Restricted Donations

- **\$500 - Nixa Area Chamber of Commerce** to freshen up the business resources collection they sponsored when the Nixa Community Branch first opened.

Bequests & Memorials

None presented.

Grants Awarded

- **Christian County Library Foundation - \$4,200 - Ozark Community Branch *Emergency Roof Repair***: Funds for emergency roof repair of the Ozark Community Branch from CCLF's Capital Development Grants Fund. *Submitted December 18th - Awarded December 18th.*
- **Christian County Library Foundation - \$2,700 - Nixa Community Branch Space *Planning - Remodel Pre-Design Process***: The first \$2,700 of the \$9,000 needed to estimate the total construction cost and envision a design that both maximizes the expansion of public library space and creates an efficient administrative library headquarters for the county. *Submitted January 9th - Awarded January 15th.*



Total Library Staff : 60

Hours Open Per Week : 58

Monday-Thursday, 9 a.m. – 7 p.m.
 Friday-Saturday, 9 a.m. – 6 p.m.
 Closed Sunday

Collection Breakdown

books, audiobooks and DVDs

Adult
55,969

Young Adult
4,350

Children's
26,441

Special Collection
434

Digital Collection
2,048,865

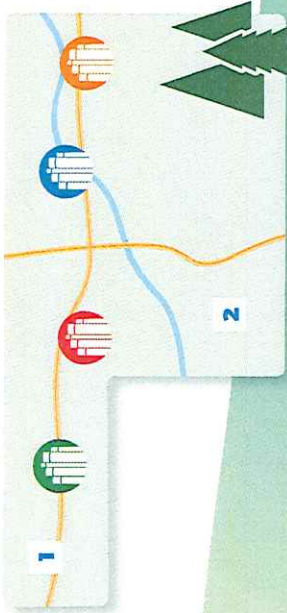


Christian County, MO

94,422 total population
34,256 households

25% under 18 years old
17% 65 years and older

Based on 2023 census projections



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

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

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

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

christiancountylibrary.org/locations



2024 Annual Report



**Building community
 for all through
 access, innovation
 and engagement.**

christiancountylibrary.org



23,074
active cardholders

4,115
new library cards

886,935

minutes logged on public computers

492,696

WiFi sessions at branch locations

140,131

database searches and downloads

390

mobile hotspots used for internet access



167,600+

library visitors

376,002

total circulation

250,842

physical materials

125,160

digital materials



3,353

items delivered
through home delivery

19,096

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



31%

of all households
have an active
library card



57% of New Card Holders
remain active 1 year later



Average Patron Value

\$900 a year

Based on average costs and usage



87 NPS®
Score

Survey sent weekly to measure patron satisfaction,
enthusiasm and loyalty. Dec. 2024

2024 Expenses

Wages & Benefits \$2,135,000

Facilities \$1,025,000

Print & Digital Materials \$350,000

Technology \$150,000



Professional Services \$50,000

Events & Communications \$45,000

Supplies \$45,000

Other \$45,000

1,090+
library events

18,600+
attendees

4,700+
meeting and study
room reservations

used by
33,500+
community members



\$9,430

from the
Library Foundation

\$7,016

from the
Friends of the Library

\$19,338

grants awarded

\$5,449

individual donations



Interlibrary Loan



using  WorldCat®

WORLDWIDE BORROWING >



NEW DIGITAL RESOURCE

Blackstone
UNLIMITED

CHECK IT OUT >



BOARD OF TRUSTEES BYLAWS

Proposed New Version

Article VIII: Scope of Authority

The District Library Board of Trustees is defined by state law ([RSMo § 182](#)) and its Bylaws.

The Board of Trustees has the following powers and responsibilities:

- Policy Setting: The board establishes library policies, including rules for the operation and use of library facilities and services in coordination with the Executive Director.
- Budget Approval: The board approves the library's budget and oversees financial management, ensuring responsible use of public funds.
- Personnel Management: The board hires, regularly evaluates, and may terminate the library Executive Director. The Executive Director typically manages day-to-day operations and staff.
- Long-term Planning: The board is involved in strategic planning to ensure the library meets community needs and adapts to changes.
- Facilities: The board can acquire, maintain, and improve library grounds and buildings, including issuing bonds for these purposes.

Original Version

Article VIII: Scope of Authority

Section I.

The Board delegates all Library services and Library personnel management responsibility to the Executive Director. The Trustees' job is hiring and managing an Executive Director; setting the Library's annual operating budget and overseeing the responsible use of taxpayer monies; and working with the Director to set the Library's public policies and strategic plans.

Section II.

Just as the Executive Director regularly evaluates the staff, it is the responsibility of the Board of Trustees to regularly evaluate the Library's Director's effectiveness in providing library services to the Community.

Section III.

The Executive Director is responsible to the Board of Trustees as a whole, but not responsible to each Trustee individually. Individual Trustees, including the Board President, have no power to make demands or give orders unilaterally to the Director. This does not rule out individual Trustees asking the Director for clarification about issues facing the Board or discussing with the Director individual concerns. However, the Board of Trustees must speak with one voice when delegating to the Director, when giving direction to the Director, or when requesting information.

Section IV.

Since the Trustees collectively serve as the direct Supervisor of the Executive Director, but not of other Library personnel, all requests from Trustees of other Library staff must first be made to or approved by the Executive Director. Any assignments Trustees have should be given to the Executive Director who can then delegate to other staff as they see fit. If the Executive Director authorizes a member of their staff to work with the Trustees on a project or issue directly, the Executive Director must still be copied on, included in, or fully briefed about all direct communications or collaborative work between Trustees and Library personnel.



Christian County Commission

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

Lynn Morris
Presiding Commissioner

Bradley A. Jackson
Eastern Commissioner

Hosea Bilyeu
Western Commissioner

19 December 2024

Mary Hernandez de Carl

Dear Mary,

The Christian County Commission voted today to affirm your appointment to the Christian County Library Board of Trustees. You will represent the townships of Union Chapel, Northview, Rosedale, and Garden Grove. Your appointment shall complete Mrs. Allyson Tuckness' unexpired term which expires on June 30th, 2026.

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

Sincerely,

Hosea Bilyeu
Western Commissioner

Lynn Morris
Presiding Commissioner

Bradley A. Jackson
Eastern Commissioner

Christian County Library - 2025 Pay Scale

Position Categories	Starting Pay Range	Current Job Titles	Minimum Experience	Minimum Education Level	Supervisory Responsibilities
Assistants	\$13.75 - \$14.75	Shelver; Collection Services Assistant; Outreach/Delivery Assistant; ILL/MOBILUS Assistant; Library Assistant	Dependent upon the position	15 college credits preferred	none
Associate	\$15.00 - \$16.00	Bus. Office Associate, Library Associate, Youth Services Assistant, Maintenance Associate, Outreach Associate, Programming Associate	1-2 years of relevant exp.	30 college credits	PIC eligible
Associate Admin	\$17.00 - \$18.00	Collection Services Specialist; Youth Programming Specialist; IT Support Specialist; ILL/MOBILUS Coordinator; Visual Designer; Communications Coordinator; Outreach Coordinator	3 years of relevant exp. or see ed. level	60 college credits, Bachelors preferred	PIC eligible; may supervise other employees
Administrator I	\$19.00 - \$23.00	no current titles	4-5 years of library or relevant exp. or see ed. level	Bachelors Degree	Mid-level management
Administrator II	\$25.00 - \$28.00	Community Branch Manager; Collections Services Manager; Outreach Manager	5-6 years of library or relevant exp. or see ed. level	Bachelors Degree or higher	High level management
Administrator III	\$29.00 - \$33.00	Dir. of Communications & Community Engagement; Dir. of Development & Strategic Partnerships; Dir. of Finance & Business Operations; Dir. of Youth Services; Dir. of IT & Facilities	7-8 years of library or relevant exp. or see ed. level	Bachelors Degree or higher	High level management
Executive Director	\$38.00 - \$43.00	Executive Director	10 years management/supervisory experience (with 5 years minimum in library administration preferred)	Bachelors Degree required; Masters (in Library Science, Business Administration, Public Administration or related field) preferred	High level management

Motion to remove membership - ALA / MLA

I move that we withdraw the Christian County Library District from membership in the American Library Association and the Missouri Library Association, both of which are private trade organizations.

Note: Individuals employed by the library may join those organizations at their own cost. This motion does not affect the executive director's attendance or participation in state library meetings (Missouri Revised Statute, 182.110).

Additionally, library resources and training are available from other organizations, online, and often for free.

Trustee Garrity's DRAFT Presented at Meeting

Budget categories	2025 Budget
INCOME	
Carryover/Bond reimbursement	\$400,000
Estimated Tax Revenue	\$3,473,313
Estimated Income from Fines & Fees	\$35,000
Estimated State Aid from State Library	\$90,000
Estimated Grants/Donations/Reimbursements	\$60,000
Estimated Interest Income	\$12,000
Total	\$4,070,313
EXPENDITURES	
Capital	\$0
Personnel	\$2,343,913
Collection	\$351,500
Operating	\$1,374,900
Total	\$4,070,313

EXPENDITURES BREAKDOWN	
Capital Expenses	
Major Buildings and Grounds	\$0
Major Furniture and Equipment	\$0
Major Vehicle	\$0
Total Capital Expenses:	\$0
Personnel	
Salaries	\$1,754,980
FICA	\$134,257
MOLAGERS	\$168,476
Health Insurance	\$260,000
Unemployment Reserve	\$4,000
Payroll Expenses	\$6,000
Staff Support	\$2,500
Recruiting	\$700
Workers' Compensation	\$13,000
Total Personnel:	\$2,343,913
Collection	
Books--Adult	\$52,000
Books--Youth	\$30,700
Electronic Collections	\$109,800
Periodicals	\$5,000
AV--Adult	\$15,000
AV--Youth	\$7,000
Library of Things	\$1,000
Hotspots	\$25,000
Consortia	\$48,000
Databases	\$58,000
Total Collection Expenses:	\$351,500
Operating Expenses	
Bond Fees	\$2,000
Buildings and Grounds	\$120,000
Development	\$500
Furniture and Equipment	\$3,000
Information Technology	\$104,000
Insurance (Property, Auto, Liability)	\$50,000
Bond Payments	\$830,000
Marketing	\$23,000
Memberships	\$2,500
Outreach	\$400
Postage	\$12,000
Professional Services	\$45,000
Programming	\$20,000
Programming Supplies	\$18,000
Staff and Board Travel	\$12,000
Supplies	\$27,000
Tel/Fax/Modem	\$10,000
Training	\$8,000
Utilities	\$78,000
Vehicles	\$9,500
Total Operating Expenses:	\$1,374,900

Christian County Library District Certificate Of
Participation Series 2018

USB#
FIS#
Dated Date

CHRISTIANC18
82-2804-01-9
04/17/2018

ADMIN
BRANCH

DATE	INTEREST RATE	PRINCIPAL DUE	INTEREST DUE	TOTAL D/S DUE	OUTSTANDING PRINCIPAL	M OR R	CUSIP
10/1/18			\$ 15,580.00	\$ 15,580.00	\$ 1,140,000.00		
4/1/19	3.0000%	\$100,000.00	\$ 17,100.00	\$117,100.00	\$ 1,040,000.00	M	
10/1/19			\$ 15,600.00	\$15,600.00	\$ 1,040,000.00		
4/1/20	3.0000%	\$100,000.00	\$ 15,600.00	\$115,600.00	\$ 940,000.00	M	
10/1/20			\$ 14,100.00	\$14,100.00	\$ 940,000.00		
4/1/21	3.0000%	\$105,000.00	\$ 14,100.00	\$119,100.00	\$ 835,000.00	M	
10/1/21			\$ 12,525.00	\$12,525.00	\$ 835,000.00		
4/1/22	3.0000%	\$110,000.00	\$ 12,525.00	\$122,525.00	\$ 725,000.00	M	
10/1/22			\$ 10,875.00	\$10,875.00	\$ 725,000.00		
4/1/23	3.0000%	\$110,000.00	\$ 10,875.00	\$120,875.00	\$ 615,000.00	M	
10/1/23			\$ 9,225.00	\$9,225.00	\$ 615,000.00		
4/1/24	3.0000%	\$115,000.00	\$ 9,225.00	\$124,225.00	\$ 500,000.00	M	
10/1/24			\$ 7,500.00	\$7,500.00	\$ 500,000.00		
4/1/25	3.0000%	\$120,000.00	\$ 7,500.00	\$127,500.00	\$ 380,000.00	M	
10/1/25			\$ 5,700.00	\$5,700.00	\$ 380,000.00		
4/1/26	3.0000%	\$125,000.00	\$ 5,700.00	\$130,700.00	\$ 255,000.00	R	
10/1/26			\$ 3,825.00	\$3,825.00	\$ 255,000.00		
4/1/27	3.0000%	\$125,000.00	\$ 3,825.00	\$128,825.00	\$ 130,000.00	R	
10/1/27			\$ 1,950.00	\$1,950.00	\$ 130,000.00		
4/1/28	3.0000%	\$130,000.00	\$ 1,950.00	\$131,950.00	\$ -	M	
		\$ 1,140,000.00					
TOTAL PRINCIPAL		\$ 1,140,000.00					

**Christian County Library District Certificates Of
Participation Series 2020**

**USB#
FIS#
Dated Date**

**CHRISTIANC20
TBD
01/29/2020**

**ADMIN
BRANCH**

DATE	INTEREST RATE	PRINCIPAL DUE	INTEREST DUE	TOTAL D/S DUE	OUTSTANDING PRINCIPAL	M OR R
10/1/20	3.0000%	\$185,000.00	\$ 106,043.06	\$291,043.06	\$ 3,840,000.00	M
4/1/21			\$ 76,100.00	\$ 76,100.00	\$ 3,840,000.00	
10/1/21	3.0000%	\$140,000.00	\$ 76,100.00	\$ 216,100.00	\$ 3,700,000.00	M
4/1/22			\$ 74,000.00	\$ 74,000.00	\$ 3,700,000.00	
10/1/22	4.0000%	\$145,000.00	\$ 74,000.00	\$ 219,000.00	\$ 3,555,000.00	M
4/1/23			\$ 71,100.00	\$ 71,100.00	\$ 3,555,000.00	
10/1/23	4.0000%	\$150,000.00	\$ 71,100.00	\$ 221,100.00	\$ 3,405,000.00	M
4/1/24			\$ 68,100.00	\$ 68,100.00	\$ 3,405,000.00	
10/1/24	4.0000%	\$155,000.00	\$ 68,100.00	\$ 223,100.00	\$ 3,250,000.00	M
4/1/25			\$ 65,000.00	\$ 65,000.00	\$ 3,250,000.00	
10/1/25	4.0000%	\$160,000.00	\$ 65,000.00	\$ 225,000.00	\$ 3,090,000.00	M
4/1/26			\$ 61,800.00	\$ 61,800.00	\$ 3,090,000.00	
10/1/26	4.0000%	\$170,000.00	\$ 61,800.00	\$ 231,800.00	\$ 2,920,000.00	M
4/1/27			\$ 58,400.00	\$ 58,400.00	\$ 2,920,000.00	
10/1/27	4.0000%	\$175,000.00	\$ 58,400.00	\$ 233,400.00	\$ 2,745,000.00	M
4/1/28			\$ 54,900.00	\$ 54,900.00	\$ 2,745,000.00	
10/1/28	4.0000%	\$185,000.00	\$ 54,900.00	\$ 239,900.00	\$ 2,560,000.00	M
4/1/29			\$ 51,200.00	\$ 51,200.00	\$ 2,560,000.00	
10/1/29	4.0000%	\$190,000.00	\$ 51,200.00	\$ 241,200.00	\$ 2,370,000.00	M
4/1/30			\$ 47,400.00	\$ 47,400.00	\$ 2,370,000.00	
10/1/30	4.0000%	\$200,000.00	\$ 47,400.00	\$ 247,400.00	\$ 2,170,000.00	M
4/1/31			\$ 43,400.00	\$ 43,400.00	\$ 2,170,000.00	
10/1/31	4.0000%	\$205,000.00	\$ 43,400.00	\$ 248,400.00	\$ 1,965,000.00	M
4/1/32			\$ 39,300.00	\$ 39,300.00	\$ 1,965,000.00	
10/1/32	4.0000%	\$215,000.00	\$ 39,300.00	\$ 254,300.00	\$ 1,750,000.00	M
4/1/33			\$ 35,000.00	\$ 35,000.00	\$ 1,750,000.00	
10/1/33	4.0000%	\$220,000.00	\$ 35,000.00	\$ 255,000.00	\$ 1,530,000.00	M
4/1/34			\$ 30,600.00	\$ 30,600.00	\$ 1,530,000.00	
10/1/34	4.0000%	\$230,000.00	\$ 30,600.00	\$ 260,600.00	\$ 1,300,000.00	M
4/1/35			\$ 26,000.00	\$ 26,000.00	\$ 1,300,000.00	
10/1/35	4.0000%	\$240,000.00	\$ 26,000.00	\$ 266,000.00	\$ 1,060,000.00	M
4/1/36			\$ 21,200.00	\$ 21,200.00	\$ 1,060,000.00	
10/1/36	4.0000%	\$250,000.00	\$ 21,200.00	\$ 271,200.00	\$ 810,000.00	M
4/1/37			\$ 16,200.00	\$ 16,200.00	\$ 810,000.00	
10/1/37	4.0000%	\$260,000.00	\$ 16,200.00	\$ 276,200.00	\$ 550,000.00	M
4/1/38			\$ 11,000.00	\$ 11,000.00	\$ 550,000.00	
10/1/38	4.0000%	\$270,000.00	\$ 11,000.00	\$ 281,000.00	\$ 280,000.00	M
4/1/39			\$ 5,600.00	\$ 5,600.00	\$ 280,000.00	
10/1/39	4.0000%	\$280,000.00	\$ 5,600.00	\$ 285,600.00	\$ -	M
		\$4,025,000.00				

EXHIBIT B
SCHEDULE OF RENTAL PAYMENTS

Rental Payment Date	Principal Portion	Coupon Rate	Interest Portion	Total Rental Payment	FY (ends 12/31) Debt Service	Purchase Price
4/1/2023	\$ 380,000.00	4.990%	\$ 28,037.56	\$ 408,037.56		\$1,795,000.00
10/1/2023	-		45,531.67	45,531.67	\$453,569.23	1,795,000.00
4/1/2024	325,000.00	4.990%	45,531.67	370,513.67		1,470,000.00
10/1/2024	-		37,287.78	37,287.78	407,801.45	1,470,000.00
4/1/2025	340,000.00	4.990%	37,084.02	377,084.02		1,130,000.00
10/1/2025	-		28,663.39	28,663.39	405,747.41	1,130,000.00
4/1/2026	360,000.00	4.990%	28,506.76	388,506.76		770,000.00
10/1/2026	-		19,531.69	19,531.69	408,038.45	770,000.00
4/1/2027	375,000.00	4.990%	19,424.96	394,424.96		395,000.00
10/1/2027	-		10,019.50	10,019.50	404,444.46	395,000.00
4/1/2028	395,000.00	4.990%	10,019.50	405,019.50	405,019.50	0.00
Total	\$2,175,000.00		\$309,638.50	\$2,484,638.50	\$2,484,638.50	

In the case of Lessee's exercise of its purchase option pursuant to Section 8.02 of the Agreement, the "Purchase Price" for any Rental Payment Date that does not include an amount in the Purchase Price column above, shall be 100% of the remaining principal components then outstanding through the Maximum Lease Term.

Motion to form a Policy and Bylaw subcommittee

I move that we form a subcommittee to review and revise the policies and bylaws of the Christian County Library District. The subcommittee will consist of two board members (Chair and Secretary) to be nominated and voted upon in this meeting, and the Executive Director or a delegate, and will consult with the district lawyer as needed. The subcommittee will be tasked with reviewing the current policies and bylaws, identifying areas that require updates or revisions, and bringing proposed changes back to the full board for approval.

Meetings:

The Subcommittee will meet weekly or as needed to fulfill its responsibilities. The meetings will be open to all.

Duration:

This Subcommittee shall exist for 60 days or until the work is completed.

Motion to form a Budget Subcommittee

"I move that CCL District establish a Budget Subcommittee with the following objectives, composition, and authority:

The Budget Subcommittee shall be responsible for reviewing, analyzing, and making recommendations regarding the Library's budget. The Subcommittee shall provide a detailed analysis to help inform the decisions regarding the allocation of financial resources.

The Subcommittee shall consist of 4 members, including the Chairperson, Secretary, CCL Executive Director and the Director of Finance and Business Operations. Members shall be appointed by the Board of Trustees by nomination and vote.

The Subcommittee shall have the authority to propose budget allocations and will report its findings and recommendations back to the full CCL BoT. The Subcommittee is not authorized to approve the final budget, but its role will be to provide informed input and recommendations.

Meetings:

The Subcommittee will meet weekly or as needed to fulfill its responsibilities. The meetings will be open to all.

Duration:

This Subcommittee shall exist for 60 days or till the work is completed at which point its work will be reviewed by the full CCL BoT.

Trustee Garrity's DRAFT Presented at Meeting