

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, October 24, 2023 at 6:00 p.m.
Christian County Library, Ozark Community Branch, Netzer Meeting Room

Scheduled Start Time: 6:00 p.m.

Consent Agenda

1. Minutes
 - A. Minutes of the Tuesday, September 26, 2023 Open Meeting
2. Financial Reports
 - A. Adjustments to Anticipated Bills for September 2023
 - B. Estimated Bills for October 2023
 - C. Balance Sheet
 - D. Monthly Report
 - E. YTD Budget Update
3. Report of the Executive Director

Administrative Highlights

- Patron Insights Update (Savannah by OrangeBoy)

Old Business

- Parent Resources

New Business

- December Board Meeting Schedule
- Draft 2024 Budget
- 2024 Interim Director and Understudy Appointments

Public Comments

Adjournment

Posted: 10/17/2023

Tuesday, September 26, 2023: Open Session

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

Trustee(s) Absent: Stephanie Sekscinski.

Also present: Alecia Ahart; Rylen Ballard; DeeDee Brashers; Renee Brumett; Jeanne Coburn; Carissa Corson; Elizabeth Dudash-Buskirk; Gretchen Garrity; John Garrity; Representative Jamie Gragg; Mary Hernandez de Carl; Beth Hultz; Jose Hultz; Aileena Keen; David Lee; Mary Miller; Mike Miller; Tory Pegram; David Rice; Dana Roberts; Jennifer Rosebrock; Kelsea Suarez; Matthew Suarez; Lucas Underwood; Don Watson; and several additional unidentified guests.

Christian County Library's Board of Trustees met for a regular monthly session on Tuesday, September 26, 2023 in the Large Meeting Room of the Nixa Community Branch.

President Allyson Tuckness presided.

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; and Trustee Hagen: Aye.

Administrative Highlights

Director of Development and Strategic Partnerships Tory Pegram gave an overview of highlights from the library's now 5 year local history partnership with the Morris family's Ozark Mill at Finley Farms project.

Old Business

None presented.

New Business

2024 Important Dates

Echo Alexzander moved to approve the 2024 library holidays as presented. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Alexzander: Aye; Trustee Brazeale: Aye; and Trustee Hagen: Aye.

Janis Hagen moved to approve the 2024 meeting dates as presented. Diana Brazeale seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Alexzander: Aye; Trustee Brazeale: Aye; and Trustee Hagen: Aye.

Memorandum of Understanding with Missouri State Highway Patrol (tentative)

Executive Director Brumett explained the details of this exciting opportunity to fill an urgent community need by partnering with the Missouri State Highway Patrol to use a portion of the newly acquired Annex side of the Nixa Community Branch as a testing office. Three of the Troopers who manage the testing site explained that the Nixa location is the busiest in the region - often serving 150 or more new drivers per day.

Public Comments

This month speakers included: Jeanne Coburn, Carissa Corson, Elizabeth Dudash-Buskirk, Jamie Ray Gragg, Mary Hernandez de Carl, Aileena Keen, David Lee, David Rice, Jennifer Rosebrock, and Lucas Underwood.

Adjournment

The meeting was adjourned by the presiding Chair at 7:05 p.m.

Report of the Executive Director October 2023

Administration

- In our monthly administrative staff meetings, we occasionally take time to hear from organizations that provide resources and services to Christian County. In September, we had a visit from Least of These and learned about their mission, structure, and funding. We learned much about the need in the area and discussed ideas for future collaboration.

Buildings & Grounds

- The final details are wrapping up for the Ozark parking lot improvements. The repaired areas and the newly poured staff lot were sealed recently. We are still waiting on delivery of the drive-up window extension but hope that will be complete by the end of the year.
- The Christian County Master Gardeners finished up their beautification of the Ozark branch. They planted black chokeberry, blue sage, side oats grass, and tick seed, all donated by Wheeler Gardens. In the future they plan to add some more flowers and plants that will attract pollinators.



Collection & Services

- We are working with a company called Midwest Pano to achieve some of our strategic plan goals. The company will visit our branches and take professional photos of our facilities, then create virtual tours online. This should boost our online presence, provide an innovative wayfinding tool to increase accessibility, and improve customer service by letting people know what to expect in our facilities before they come. This service is very cost effective and comes highly recommended by other libraries in the area. We expect this to be available online early next year.

Community Engagement

- On September 15, we held a birthday celebration – we're 67! – at each of our branches, complete with birthday cookies.
- We have finalized the details of Missouri State Highway Patrol conducting driver examinations from the Nixa branch. The first testing is scheduled to begin Monday, October 23. We are planning to do some promotion of this in the coming months.
- The Outreach department coordinates a school library card drive each September, to improve access to library resources for all. The Friends of the Library partner with us to provide the incentive. This year's winner was Clever Elemiddle with 14% of their student body receiving library cards. Second and third place were Ozark East elementary with 7.9% and Highlandville elementary school with 3.9%.
- Since September is Library Card Signup month, the Outreach department created unique opportunities to provide access to library cards with pop-up events at non-library locations throughout the county. While some people did sign up for cards at these 6

events, it also created a great engagement opportunity and staff were able to make connections and share or remind about all of the library resources and services. We also received \$110 in unsolicited donations during these events!

Programs

- The Clever branch's annual Astronomy Night was another success this year with 49 in attendance.
- The Nixa branch celebrated Constitution Day with Daughters of the American Revolution, who made a photo stop at the Clever branch on their way to Nixa.



- The Ozark branch kicked off the 3rd annual Outdoor Concert Series with Paper Moons, playing to a crowd of nearly 40. The other concerts are scheduled for Saturdays in October.
- The Ozark branch also hosted the Dickerson Park Zoo for Animals of the Night. The 45 attendees got to meet Minerva the owl (the crowd favorite), a leopard gecko, and a sugar glider (which caught the eye of some of the smaller kiddos).



- The Nixa branch hosted Paws for Reading again last month with 38 attendees plus 4 amazing dogs, Baxter, River, Chevy, and Buddy. Each canine participant in Paws for Reading is personally thanked by the Executive Director.



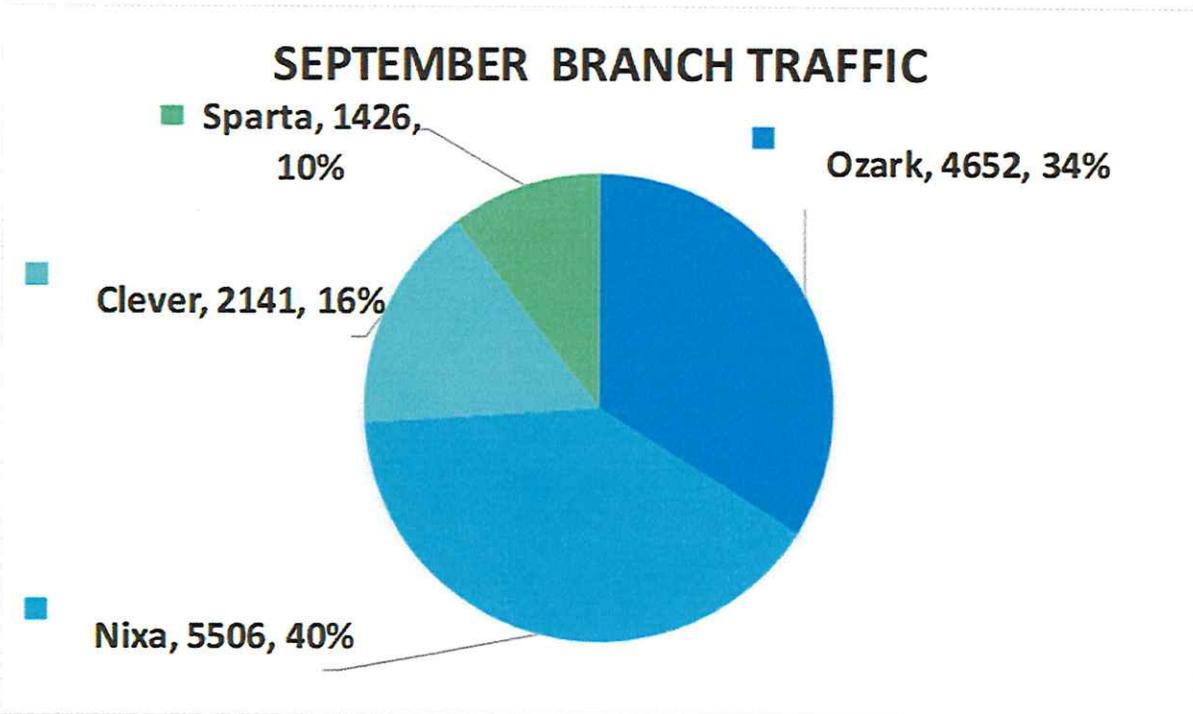
Patron Praise

- A storytime regular at the Nixa branch brought in a homemade friendship bracelet for youth services staff.

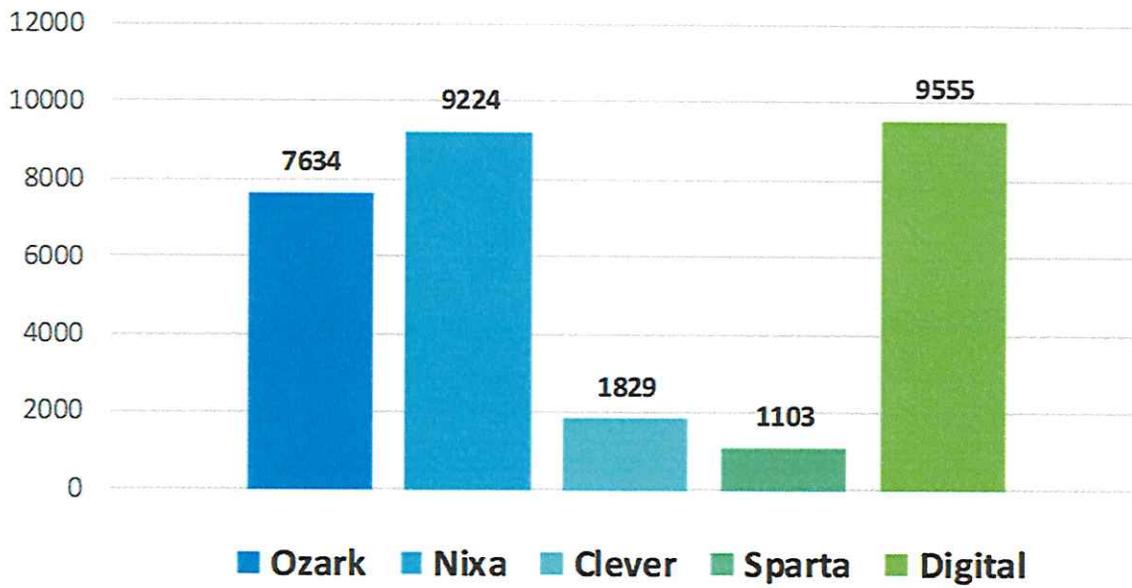


- Nixa Youth Programming Specialist Emily Alexander received high praise from a preschooler at a recent daycare visit. The kiddo dramatically interrupted Emily’s storytime by exclaiming Emily to be the “goodestest reader.” She continued by clarifying with hand gestures that she was “the goodest – and then MORE!” High praise, indeed, from a discerning community member.

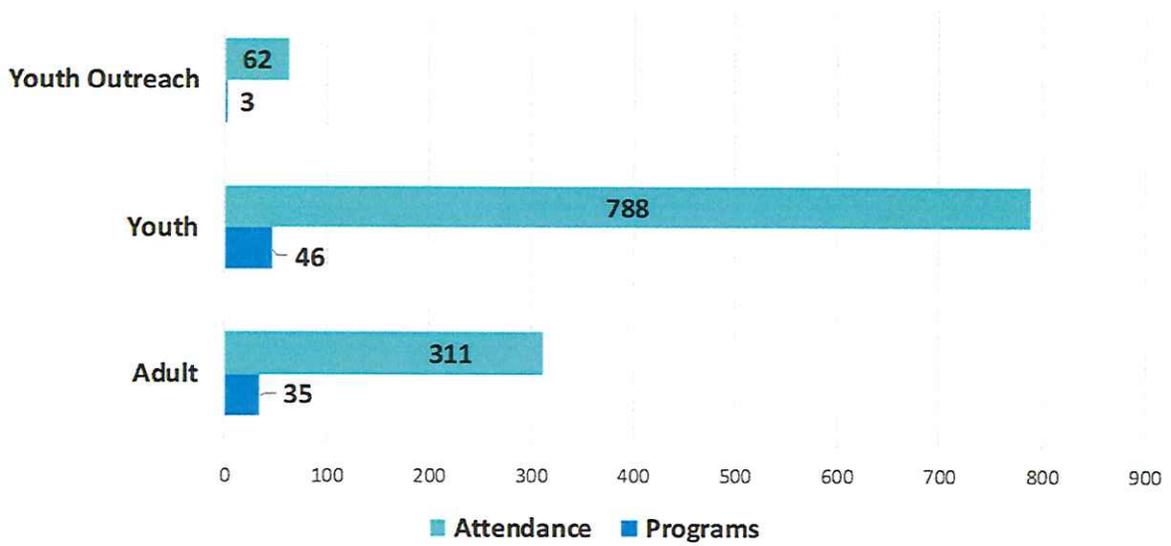
September Statistics



September Circulation by Location



September Programs/Attendance



Development Report - October 2023

Fundraisers for CCL

None.

Major Gifts & Restricted Donations

None.

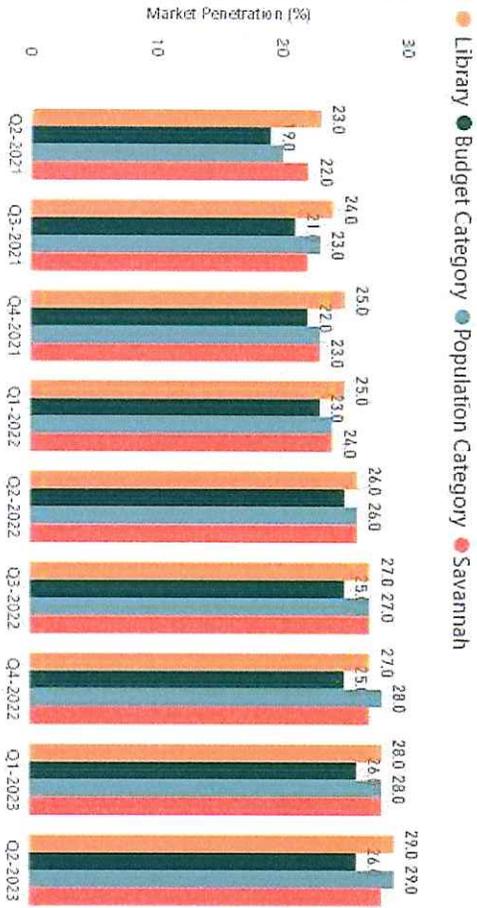
Bequests & Memorials

None.

Grants Awarded

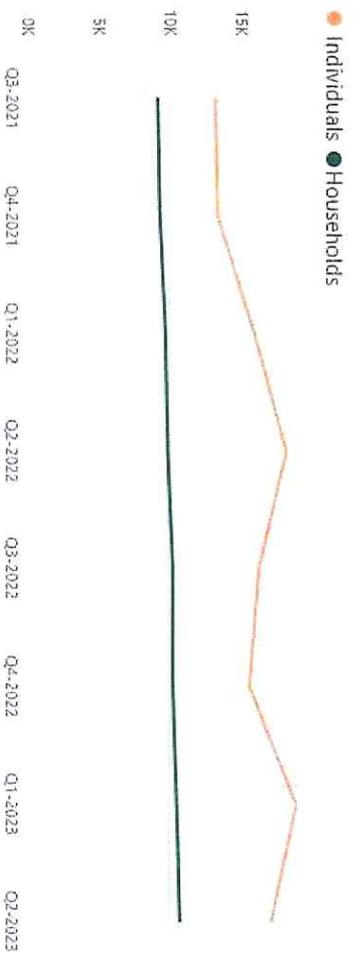
None.

Market Penetration

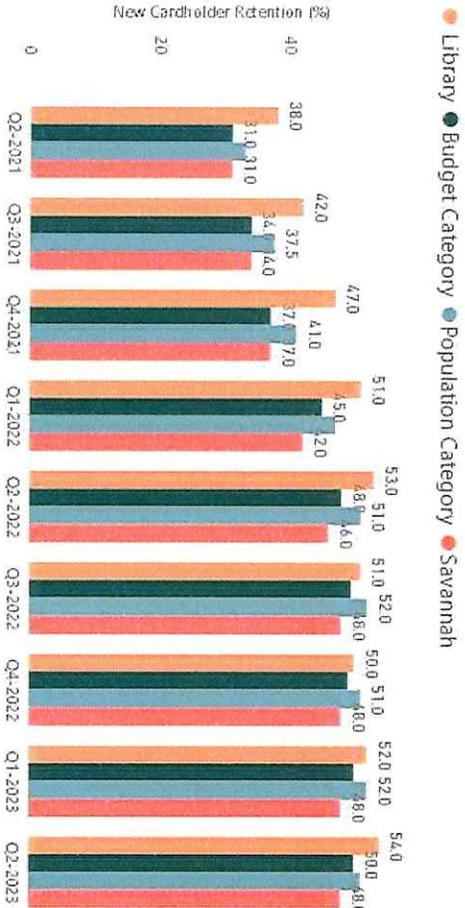


1/11/2021 6/30/2023

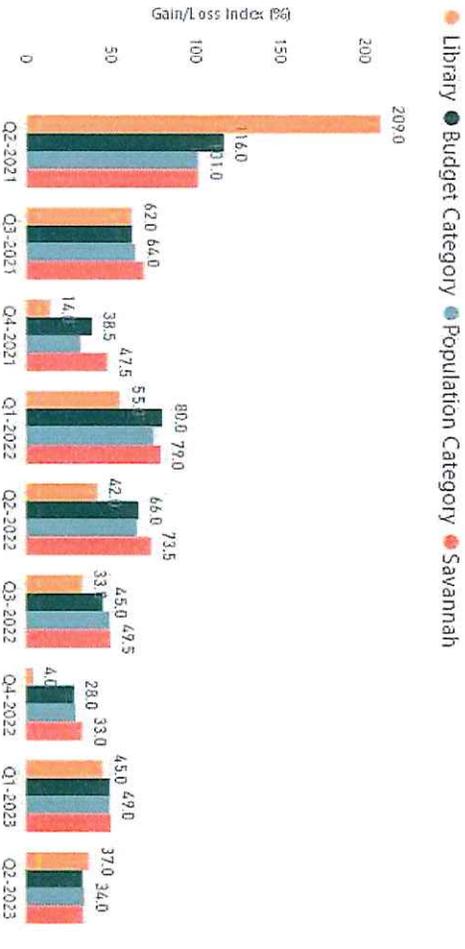
Active Cardholders



New Cardholder Retention



Gain/Loss Index





Household Market Penetration

Measures the percentage of active households in the service area (an active household contains at least one active cardholder). The larger the percentage, the broader the library's reach in the community.

9,789		34,242		29% *
The total number of active <u>households</u> in your service area (active household = having at least one active cardholder)	÷	The number of households in your service area, according to US Census Bureau Projections for the year	=	The percentage of households in your service area that have at least one active library card

*Represents a growth of 231 additional active households from prior quarter.

*Quarter 2 2022 = 26%, Quarter 2 2021 = 23%, Quarter 2 2020 = 26%, Quarter 2 2019 = 26%

New Cardholder Retention

Measures the success rate of keeping new cardholders active (used their card in the last 12 months). Included in this calculation are those who signed up between 12 and 24 months prior to the end of quarter

2,092		3,884		54%
The number of new cardholders who signed up between 12 and 24 months prior to the end of the quarter and are still active	÷	The number of new cardholders who signed up between 12 and 24 months prior to the end of the quarter	=	The percentage of new cardholders who signed up between 12 and 24 months prior to the end of the quarter who are still active

*Represents a 2% growth of retained signups from the previous quarter.

*Quarter 2 2022 = 53%, Quarter 2 2021 = 38%, Quarter 2 2020 = 46%, Quarter 2 2019 = 50%

Customer Gain/Loss Index

Indicates the rate at which the library is gaining or losing cardholders. Measures the number of cardholders who became active during the quarter compared to the number of cardholders who became inactive. Active cardholders include both new cardholders and inactive cardholders who became active again.

927+699 (1,626)	-	1,190	÷	1,190	=	37% *
New cardholders and inactive cardholders who became active again		Cardholders who became inactive		Smaller of the two groups		Positive Values indicate more cardholders became active, while Negative Values mean more became inactive. The absolute value describes how much larger the became-active or inactive group is than the other.

*Quarter 2 2022 = 42%, Quarter 2 2021 = 209%, Quarter 2 2020 = -352%, Quarter 2 2019 = -30%

2024 Preliminary Budget Overview (DRAFT)

2023 Budget			
INCOME			
INCOME	Projected	Difference	
Carryover/bond reimbursement	\$716,652.00	\$0.00	
Estimated Tax Revenue	\$3,100,000.00	\$29,507.00	
Estimated Income from Fines & Copier	\$38,000.00	\$8,000.00	
Estimated State Aid from State Library	\$96,000.00	\$11,066.00	
Estimated Grants/Donations/Reimbursements	\$65,000.00	-\$15,000.00	
Estimated Interest Income	\$12,000.00	\$2,000.00	
TOTAL	\$4,027,652.00	\$35,573.00	

2024 Budget DRAFT	
INCOME	
	Difference 2023
\$350,000.00	-51%
\$3,374,469.00	10%
\$25,000.00	-17%
\$65,000.00	-23%
\$80,000.00	0%
\$12,000.00	20%
\$3,906,469.00	-2%

EXPENDITURES			
	Projected	Difference	
Capital Expenses	\$58,000.00	-\$2,800.00	
Personnel	\$2,200,000.00	\$37,958.00	
Collection	\$260,000.00	-\$16,000.00	
Operating	\$1,480,000.00	-\$13,237.00	
TOTAL	\$3,998,000.00	\$5,921.00	

EXPENDITURES	
	Difference 2023
\$0.00	-100%
\$2,152,500.00	0%
\$288,000.00	4%
\$1,465,950.00	-2%
\$3,906,450.00	-2%

EXECUTIVE DIRECTOR SUCCESSION POLICY

Each year at the Board of Trustees meeting in October, the Executive Director of Christian County Library will deputize one high level Administrator to serve as “On Call” Interim Director, and another to serve as “Understudy” to the Interim Director for the following calendar year. They both must agree to the responsibility before their appointment, and will be trained in advance by the Executive Director.

In the event that the Executive Director is incapacitated, transitioning out of the organization, or unavailable to perform the duties of the office, the designated Interim Director will assume the duties and responsibilities of the position until the Executive Director’s return, or until a new Executive Director is hired. If the Interim Director cannot perform the duties of the office when needed, the Understudy will assume the duties and responsibilities of the position until the Interim Director or Executive Director returns, or until a new Executive Director can be hired. The Interim Director or Understudy (when acting as Interim Director) will have the power to delegate tasks to staff as needed.

This succession plan will usually not be triggered by short vacations or leaves, where the Executive Director is free to delegate duties to Administrative Staff as they deem appropriate and to manage the key elements of their position remotely. However, the Executive Director may request that a scheduled leave be covered by the Interim Director if they expect to be completely unavailable for a significant, or particularly crucial, period of time. If the Executive Director is unavailable and unable to request the Interim Director’s services directly, it will be left to the discretion of the Board of Trustees when the official service of the Interim Director will begin.

Immediately upon assuming the duties of the Executive Director position, whoever fills the Interim Director role will be paid the minimum starting salary for that position’s current payscale bracket until they are no longer needed, at which time they will resume their former position at their previous pay rate.

Updated October 2021

Hello, and welcome to Christian County! I'm glad you have visited our branches and pleased that you have found value in the staff and facilities.

A little bit about our library and collection: we have 4 branches in the district (plus outreach locations) and have one collection that is shared among all locations. CCL cardholders can place holds and check out materials from any of our branches and return them to any branch. What you see in a branch at any given time is a sample of our collection and is often what has been recently returned to a branch after checkout. Our physical children's collection alone consists of more than 20,000 items. Summer is one of our busiest times for children to be checking out materials due to the Summer Reading Challenge and school being out, so I expect that many books were currently checked out.

We work hard to develop a collection that not only reflects the demographics of our community but their interests as well. We use circulation data and patron feedback to help inform our selection and acquisition process.

We have thousands of items – in adult, teen, and children's collections – that represent Christian viewpoints and have spiritual and faith elements. We have purchased materials from Brave Books and Zondervan, along with other publishers of Christian materials.

If you are having difficulty finding something for yourself or your family, please ask our staff to help you find materials, place holds, or borrow from other library systems. You can do that in person or [online](#). We also welcome [suggestions for purchase](#). These submissions are reviewed regularly and we purchase many titles our patrons request.

Sincerely,
Renee

To: Renee Brumett, Executive Director, Christian County Library, rbrumett@christiancountylibrary.org
The Respected Members of the Christian County Library Board, boardinfo@christiancountylibrary.org

We are fairly new to the area and I recently spent some time in the Christian County libraries in Ozark and Sparta. I found the facilities lovely and librarians readily available as well as helpful. I also appreciate the facilities available to the community.

I spent several hours in each library in the younger children's department and was quite concerned about what I found there. I reviewed over 100 books and titles in the bins between the two libraries and found the lack of Christian-oriented picture and board books in this area quite disappointing. I did not find any in the Sparta library, though I could have missed one, and I can't say I noticed any in Ozark either. The only books I found with any religious tone were fact books about different types of religions. It is my sincere hope that some were currently out with patrons.

There seemed to be very few classics for parents to share. There were a considerable number of books that advocated for alternative genders, alternative families, or addressed social and racial issues. These often contained content that criticized or vilified those with more traditional and historical views of family, implying them to be wrong or portraying these positions as outside acceptable norms. Several were disrespectful of traditional positions of others if they were not aligned with what was presented. Normalizing without context comes with huge downsides and long-term consequences that do not seem to be recognized or addressed in any way.

Historical estimates of the LGBTQIA+ populations in the US range from 2 to 5% to the current popularity of gender identity fluidity and optimistic 7% of the 2022 Gallup poll.¹ These are self-identified identities that tend to shift with maturity as these identities are most common among young adults who may be influenced by current trends, popularity, and peers. WorldPopulationReview.com indicates that the Missouri population is 3.2% , dated May, 2023.² I would suggest that the 3.2% for the entire state of Missouri is not concentrated in Christian County and believe that they may be over-represented in the materials I viewed.

Many of the books were full of beautiful images but often contained problematic content. The apparent lack of available material that better reflects the families in our communities is quite concerning. It appears a more balanced or contextual approach to history would be appropriate as well – virtually all the books referencing race were about American slavery with no historical context (i.e., virtually every ethnicity, nation and tribe in the world engaging in it throughout history). There is more historical balance on Wikipedia.^{3,4}

According to Census.gov^{5,6} estimates dated July 1, 2022, we have approximately 3.7% Hispanic or Latino population yet I only saw two books in one library in Spanish and am not sure I saw any in the other. Yet with a 1% population of Black or African American most of the books that dealt with race were focused on this population. There may have been one or two that referenced Asian. There may have been one book about Native Americans (First Nations or Aboriginal, as preferred) though Missouri has significant history in the area. The apparent lack of available material that better reflects the families in our communities was quite concerning. It seemed that a more balanced or contextual approach to history would be appropriate as well – virtually all the books referencing race were about American slavery but did not find anything that addressed slavery in a historical manner (i.e., virtually every ethnicity, nation and tribe in the world).

¹ <https://news.gallup.com/poll/470708/lgbt-identification-steady.aspx>

² <https://worldpopulationreview.com/state-rankings/gay-population-by-state>

³ https://en.wikipedia.org/wiki/History_of_slavery

⁴ <https://en.wikipedia.org/wiki/Slavery>

⁵ <https://www.census.gov/quickfacts/christiancountymissouri>

⁶ <https://www.christiancountymo.gov/about-us/county-statistics/>

A cursory search for churches⁷ in Christian County yielded a count of 97 churches, searching Ozark, Nixa, Sparta, Clever, Billings, Highlandville and Republic. This number did not include 2 churches I am personally aware of (both with 50-100 regulars). Yet there seemed to be a complete lack of anything modern or traditional regarding two parent families or Christian-based. Given the statistics of Christian County, this imbalance in available books is concerning to me as it does not accurately reflect our county and local communities nor does it seem to meet the standard set by the American Library Association of inclusion regarding audience:

“Articles I and II of the *Library Bill of Rights* are clearly inclusive regarding audience (“all people of the community the library serves”) and materials (“all points of view on current and historical issues”). This includes both fiction and non-fiction materials regardless of format.”⁸

I am not advocating for banning material though I considered some not quite age appropriate or in an incorrect location. I believe that there is quality material available that could address these surprising lacks in the collections I viewed. A cursory look in the YA (Young Adult/Teen) section suggested that this section also had similar issues in the available materials. The Public Libraries are to reflect the communities they serve and appear to be using taxpayers money to normalize agendas that do not.

I appreciate the time and effort that the Librarians and the Library Board devote to our libraries and hope that these imbalances will be addressed in the near future.

Sincerely,

Ruth I. Downey
Sparta, Mo

Sources I am sure you are aware of include:

Brave Books

Tuttle Twins

Zondervan

<https://learnourhistory.com/>

Answers in Genesis – from board books to science

Institute of Creation Research for Science

There are any number of series that focus on character rather than preference

⁷ <https://www.churchfinder.com/churches/mo/ozark> etc.

⁸ "Religion in American Libraries: An Interpretation of the Library Bill of Rights", American Library Assoc., October 4, 2016
<http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/religion> (Accessed July 25, 2023)

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