

MISSOURI RIVER REGIONAL LIBRARY

Board Meeting

213 Adams Street, Grimshaw Room

April 18, 2023

MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 7:10 p.m. by President Stacy Fick.

1. ROLL CALL OF MEMBERS

Members present: President Stacy Fick, Vice President Kaye Bertels, Treasurer John Gulick, Secretary Anne Rottmann, and members: Jeff Briggs, Ithaca Bryant, Kay Kasiske, Peggy Mulvania, Steve Nelson, Bob Priddy and Anita Randolph

Members absent: Rheannon Jahnsen and Anne Steele

Also present: Claudia Young, Library Director; Natalie Newville, Assistant Director of Marketing and Development; Angie Bayne, Assistant Director of Public Services; Diane Clingman, Human Resources Manager; Debra Winter, Business Manager/Accountant; and Robin Coffman, Administrative Assistant

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

Jeff Briggs made a motion, seconded by Kay Kasiske, to approve the minutes from the March 21, 2023 meeting. Motion carried.

4. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

(ATTACHMENTS A & B)

John Gulick and Debra Winter, Accountant, reviewed the monthly financial report (Attachments A & B) with the Board. Discussion ensued regarding interest rates, and rates of return on the library's investments. John Gulick made a motion, seconded by Anita Randolph, to approve the Treasurer's Report and Monthly Expenditures. Motion carried.

President Fick indicated that due to the media being present and in consideration of their time, the Board will take up item 7A, Expansion Planning, prior to item 5, Library Director's Report. *(Please see notes under 7A.)*

5. LIBRARY DIRECTOR'S REPORT-CLAUDIA YOUNG (ATTACHMENT C)

Claudia Young, Library Director, reported that the expansion to be placed on the August election continues to be the administration's priority for the next 16 weeks. Claudia and Natalie are scheduled to present on the library expansion plans to 20-25 organizations over the next 3 months. Board members were asked to let Claudia or Natalie know if there are other meetings which they should attend and/or present. The most recent schematic designs were also shared with Board members. Claudia also emphasized that Board members may discuss and support a "yes" vote as they voluntarily serve on the Board and are not paid employees. Natalie shared the flier that is available and ready to disseminate; she reiterated that the flier contains the talking points related to the ballot initiative.

Claudia highlighted the successful Storytelling Festival which took place in March. This is the first year the Storytelling Festival has been organized by Courtney Waters, Youth Services Manager.

Claudia relayed discussions she had with legislators regarding the funding which was initially cut from the state budget passed by the Missouri House of Representatives. She has been assured that the Missouri Senate will reinstate the funding. She is able to have open discussions on topics as she has nurtured good relationships with our legislators.

Claudia also reported that the Secretary of State's rule concerning library certification requirements for the protection of children from non-age appropriate materials is now in effect and assurances will now be part of the state aid application. Angie Bayne described that she and staff are working on issuance of library cards to children (up through age 18) who are applying for the first time and how staff will know whether the child has permission from a parent/guardian to check out materials on their own. Staff are still working through a process to apply restrictions/permission for those tweens and teens who already have a valid library card.

Claudia and Angie also described that the library will be entering into a contract with BlueSky Restoration, which specializes in disaster recovery. As a standing client, the library would have priority in claiming services if a disaster, such as a tornado, impacted the library.

6. COMMITTEE REPORTS

- A. Capital Facilities Committee (Anita Randolph) No Report**
- B. Executive Committee (Stacy Fick) No Report**
- C. Finance Committee (John Gulick) No Report**
- D. Foundation Liaison (Kaye Bertels)**

Kaye reported that the Foundation met last Thursday, April 13, is currently at a lull in its fundraising efforts. The Foundation did provide funding for a 3-D printer for **the** library. She reported that the Foundation has a balance of \$58,517.89 (as of March 31, 2023) in its money market account after it transferred \$46,593.45 from its 2022 Annual Appeal Campaign funds to **the** Capital Campaign.

E. Marketing/Communications Committee (Jeff Briggs)

Jeff reported that the Marketing/Communications Committee met immediately prior to the Board meeting. He indicated that Natalie Newville provided excellent information and details on the various mechanisms for advertising and promoting the need to vote on the ballot initiative in August.

F. Planning Committee (Ithaca Bryant) No

Report **G. Bylaws Committee** (Stacy Fick) No

Report

7. UNFINISHED BUSINESS

A. Expansion Planning

Claudia and Natalie Newville reported that the estimated cost for construction by Dake Wells Architects is \$28.5 million with 13% escalation built in for the expansion of the existing building. Costs for labor and materials are constantly fluctuating, so it is difficult to nail down these expenses. It was noted that Columbia Capital, the library's financial advisor, has cautioned against requesting any amount less than a fifteen cent (\$0.15) increase in the tax levy due to construction cost fluctuation. It was noted that construction costs are the largest variable in calculating costs.

It was noted that the tax levy increase to be requested from voters in Cole County is not only for building construction, but also to maintain operations for many years, and would provide for more space, more services and programs, and more support to the community.

Board members were directed to the attachments provided in their April Board packet as prepared for the library by Gilmore Bell, **the** library's bond counsel, for consideration. This included:

- Notification of Election Authority for Cole County (letter),
Resolution Calling an Election on the Question Whether to
Increase **the** Annual Property Tax Levy for the Jefferson City-Cole

County Library District, and
Notice of Election with ballot language.

John Gulick made a motion, seconded by Jeff Briggs, to follow suit of the Jefferson City-Cole County Library Board and adopt the resolution calling for an election on the question whether to increase the annual property tax levy for the Jefferson City-Cole County Library District, as presented. Motion carried.

Jeff Briggs made a motion, seconded by Anne Rottmann, to follow suit of the Jefferson City-Cole County Library Board and approve the following ballot language, **as** specified in the resolution: "*Shall the twenty cent (\$0.20) per one hundred dollars of assessed valuation tax for the Jefferson City-Cole County Library District be increased to thirty-five cents (\$0.35) per one hundred dollars of assessed valuation?*" Motion carried.

B. Capital Campaign

Claudia reported that Capital Campaign work has been placed on hold until after the August 8, 2023 election, as anticipated donations have not panned out, to date. It is the administration's belief that more donors may

come forward once it is certain that the expansion **is** moving forward after the August

election. The Board discussed the possibility of having the Capital Campaign chair report on his efforts in the near future.

Discussion also ensued regarding the challenging unhoused (homeless) situation in Jefferson City and at the library, and the negative impact it has had on pursuing Capital Campaign donations. The downtown Methodist Church is currently in the process of purchasing large lockers in which unhoused individuals may store their personal belongings. This should help with what belongings are brought into the library.

8. NEW BUSINESS

None; however, member Peggy Mulvania announced that she is resigning from the Missouri River Regional Library Board, as well as from the Osage County Library District Board, effective immediately. Peggy has served since 2018 and has been a great asset to both boards.

It was also announced that Jefferson City-appointed Board members - **Ithaca** Bryant and Jeff Briggs have each been reappointed for another 3-year term.

9. ADJOURNMENT

The meeting adjourned at 8:30 p.m.

**Minutes approved May 16,
2023.**

MISSOURI RIVER REGIONAL LIBRARY

BOARD OF TRUSTEES MEETING

April 18, 2023

The Missouri River Regional Library Board of Trustees Meeting will be held on Tuesday, April

18, 2023 at 7:15 p.m., 213 Adams Street, Jefferson City, MO 65101 in the Grimshaw (Board) Room.

The agenda of this meeting includes a possible vote to close part of this meeting pursuant to RSMO 610.021 (1)(2)(3).

AGENDA

1. Roll Call of Members
2. Public Comment
3. Approval of March 21, 2023 Minutes
4. Treasurer's Report (Attachment A) and Approval of Monthly Expenditures (Attachment B)
5. Library Director's Report - Claudia Young (Attachment C)
6. Committee Reports
 - A. Capital Facilities Committee (Anita Randolph)
 - B. Executive Committee (Stacy Fick)
 - C. Finance Committee (John Gulick)
 - D. Foundation Liaison (Kaye Bertels)
 - E. Marketing/Communications Committee (Jeff Briggs)
 - F. Planning Committee (Ithaca Bryant)
 - G. Bylaws Committee (Stacy Fick)
7. Unfinished Business
 - A. Capital Campaign

 - B. Expansion Planning
 - i.

8. New Business

Resolution Calling an Election on the Question Whether to Increase the Annual Property Tax Levy for the Jefferson City-Cole County Library District (Attachment D)

A. Possible roll call vote to close meeting pursuant to RSMo 610.021

1. RSMo 610.021 (1) Legal actions, or litigation involving a public governmental body.
2. RSMo 610.021 (2) Leasing, purchase or sale of real estate by a public body
3. RSMo 610.021 (3) Hiring, firing, disciplining **or** promoting of particular employees by a public governmental body.

9. Adjournment

MISSOURI RIVER REGIONAL LIBRARY

Treasurer's Report

To: Missouri River Regional Library Board.

From: John Gulick, Treasurer

Debra Winter, Business Manager/Accountant

Date: April 18, 2023

Re:

March 31, 2023 Treasurer's Report - Executive Summary.

EXECUTIVE SUMMARY

A

Attached is the March 31, 2023 Financial Statement for the Missouri River Regional Library. Some highlights are as follows:

1. 95.9% of the total annual budgeted revenue has been received. We received the majority of our property tax revenue in January for both counties. We are currently earning 4.5% interest on our NOW account and .85% interest on our CD. We have one Treasury Bill earning at an annual yield of 4.705% and one at an annual yield of 4.538%.
2. Property tax collections of \$27,433.38 and \$5,896.14 were received from Cole and Osage County respectively in March.
3. March represents 3/12 or 25% of the budget year. We have currently expended 26.2% of our total budget. It is typical to be ahead of budget early in the year due to several large annual payments that are made in the first quarter. A variety of other expenses such as utilities and rent double up on the January expenses as well.
4. Included in this month's Accounts Payable listing are a few invoices of interest.

Amazon Capital Services \$1,391.91 Programming, library materials, office supplies, library supplies,

etc.

Bank Card Services \$4,606.85 Programming, office supplies, library supplies, etc. Dake

Wells Architecture \$33,149.00 Expansion Planning

Huber & Associates \$7,380.00 Monthly bill

RamAir, Inc. \$2,002.25 Building & Equip Maintenance, for air filtration supplies

5 . Overall, we should be pleased with our financial projections and position.

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Missouri River Reg Library (MRL)

Period to Date

ORIGINAL

PTD Budget

Variance

Var %

Year to Date

ORIGINAL

Annual Budget

Variance

Var %

Revenue

Property Tax Revenue - JC/Cole

27,433.38

1,000.00

26,433.38

2,643.3%

3,137,030.73

3,170,015.00

-32,984.27

-1.0%

Property Tax Revenue - Osage

5,896.14

250.00

5,646.14

2,258.5%

443,627.39

447,710.00

-4,082.61

-0.9%

Financial Inst Tax - JC/Cole

0.00

0.00

0.00

0.0%

0.00

13,000.00

-13,000.00

-100.0%

State Aid - JC/Cole

0.00

0.00

0.00

0.0%

0.00

55,010.00

-55,010.00
-100.0%
State Aid - Osage
0.00
0.00
0.00
0.0%
0.00
15,835.00
-15,835.00
-100.0%
Non-Res Athl & Ent Tax Rev
0.00
0.00
0.00
0.0%
0.00
34,300.00
-34,300.00
-100.0%
Interest Revenue
21,970.87
3,000.00
18,970.87
632.4%
56,005.53
36,000.00
20,005.53
55.6%
Lost Books and Cards Revenue
680.88
500.00
180.88
36.2%
2,294.66
6,000.00
-3,705.34
-61.8%
Copier/Printer Revenue
1,461.70
916.66
545.04
59.5%
3,974.86
11,000.00
-7,025.14
-63.9%
Miscellaneous Revenue
184.25
333.33
-149.08
-44.7%
700.70
4,000.00
-3,299.30
-82.5%
Gift Reciepts
425.15
0.00
425.15
0.0%
520.08
0.00
520.08
0.0%
Fine Revenue
1,983.85
1,375.00

608.85
44.3%
5,211.09
16,500.00
-11,288.91
-68.4%
Book Sale Revenue
15,496.25
0.00
15,496.25
0.0%
17,615.25
15,000.00
2,615.25
17.4%
Grants - General
0.00
0.00
0.00
0.0%
75,532.47
7,374.99
68,157.48
924.2%
75,532.47
7,374.99
68,157.48
924.2%
777.97
3,667,758.26
3,667,758.26
0.00
777.97
0.0%
3,824,370.00
3,824,370.00
-156,611.74
-4.1%
-156,611.74 95.9% -4.1%

Total Revenue:

Gross Profit:

Expenses

PERSONNEL

Administration

25,591.71

25,591.69

-0.02

0.0%

86,686.67

307,100.28

220,413.61

71.8%

Administrative Support

4,722.94

4,640.27

-82.67

-1.8%

13,293.07

55,683.28

42,390.21

76.1%

Maintenance

10,415.76

10,466.08

50.32

0.5%

21,833.22

125,593.04
103,759.82
82.6%
Youth Services
20,128.08
20,322.80
194.72
1.0%
58,349.87
243,873.62
185,523.75
76.1%
Adult Services
19,472.97
19,507.09
34.12
0.2%
53,461.60
234,085.16
180,623.56
77.2%

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25,763.29
24,770.39
-992.90
-4.0%
72,901.92
297,244.63
224,342.71
75.5%
4,108.30
6,991.36
2,883.06
41.2%
17,455.84
83,896.32
66,440.48
79.2%
Technical Services
14,436.44
13,415.17
-1,021.27
-7.6%
45,837.07
160,982.04
115,144.97
71.5%
Osage Branch
8,875.55
8,798.54
-77.01
-0.9%
25,143.35
105,582.57
80,439.22
76.2%
Employee Relations
1,565.70
0.00
-1,565.70
0.0%
1,811.49
3,400.00
1,588.51
46.7%
Recruitment:OPER-ADMIN
15.55
83.33
67.78
81.3%
15.55
1,000.00
984.45
98.4%
Payroll Benefits- Emplr FICA
9,958.04
10,289.51
331.47
3.2%
29,447.00

123,474.13

94,027.13

76.2%

Payroll Benefits - Retirement

4,863.27

5,236.99

373.72

7.1%

16,183.07

62,843.93

46,660.86

74.2%

Payroll Benefits - Insurance

23,692.15

29,056.00

5,363.85

18.5%

72,733.31

348,672.00

275,938.69

79.1%

Payroll Benefits-Match DfrdCom

540.00

680.00

140.00

20.6%

1,600.00

8,160.00

6,560.00

80.4%

Unemployment Expense

0.00

Total PERSONNEL:

174,149.75

166.66

180,015.88

166.66

5,866.13

100.0%

3.3%

0.00

516,753.03

2,000.00

2,163,591.00

2,000.00

100.0%

1,646,837.97 **23.9%** 76.1%

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G/L Date: 4/13/2023

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Income Statement

For The 3 Periods Ended 3/31/2023 OPERATING FUND

Missouri River Reg Library (MRL)

Period to Date

ORIGINAL

PTD Budget

Variance

Var %

Year to Date

ORIGINAL

Annual Budget

Variance

Var %

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2,728.45
2,666.66
-61.79
-2.3%
5,682.96
32,000.00
26,317.04
82.2%
2,681.29
4,416.66
1,735.37
39.3%
9,934.48
53,000.00
43,065.52
81.3%
273.90
416.66
142.76
34.3%
2,025.87
5,000.00
2,974.13
59.5%
1,533.00
1,583.33
50.33
3.2%
4,765.01
19,000.00
14,234.99
74.9%
Adult Non-Book - Audio
1,270.35
1,833.33
562.98
30.7%
3,263.23
22,000.00
18,736.77
85.2%
Adult Non-Book - Video
207.47
1,666.66
1,459.19
87.6%
2,451.96
20,000.00
17,548.04
87.7%
Adult Non-Book - Ref Online
0.00
3,750.00
3,750.00
100.0%
0.00
45,000.00
45,000.00
100.0%
Adult Non-Book - Microforms
0.00
556.91
556.91
100.0%
0.00
6,683.00
6,683.00
100.0%

Downloadable Materials
0.00
7,012.50
7,012.50
100.0%
54,000.00
84,150.00
30,150.00
35.8%
Teen Books
1,039.14
1,000.00
-39.14
-3.9%
2,868.21
12,000.00
9,131.79
76.1%
Juvenile Book - Non Fiction
316.03
2,083.33
1,767.30
84.8%
4,717.43
25,000.00
20,282.57
81.1%
Juvenile Book - Fiction
2,328.42
2,583.33
254.91
9.9%
7,009.32
31,000.00
23,990.68
77.4%
Juvenile Non-Book - Periodical
0.00
16.66
16.66
100.0%
0.00
200.00
200.00
100.0%
Juvenile Non-Book - Audio
52.13
750.00
697.87
93.0%
620.78
9,000.00
8,379.22
93.1%
Juvenile Non-Book - Video
0.00
833.33
833.33
100.0%
1,255.29
10,000.00
8,744.71
87.4%
Public Use Software
995.00
83.33
-911.67
-1,094.0%
995.00

1,000.00

5.00

0.5%

Filtering Software License

0.00

50.00

50.00

100.0%

0.00

600.00

600.00

100.0%

Internet Access/Real Project

-1,783.54

1,916.66

3,700.20

193.1%

1,858.64

23,000.00

21,141.36

91.9%

MOBIUS Fees

0.00

1,041.66

1,041.66

100.0%

0.00

12,500.00

12,500.00

100.0%

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2,566.66
2,566.66
100.0%
0.00
30,800.00
30,800.00
100.0%
96.97
166.66
69.69
41.8%
118.96
2,000.00
1,881.04
94.1%
0.00
0.00
0.00
0.0%
0.00
400.00
400.00
100.0%
Collection Agency Fees
Collection Development Tools
309.00
0.00
333.33
24.33
7.3%
1,094.90
4,000.00
2,905.10
72.6%
Total BOOKS AND MATERIALS:
12,047.61
0.00
37,327.66

0.00
0.0%
2,743.40
2,600.00
-143.40
-5.5%
25,280.05
67.7%
105,405.44
450,933.00
345,527.56 23.4% 76.6%

LIBRARY SERVICE EXPENSES

Book Sale: OPER-ADMIN

2,882.23

0.00

-2,882.23

0.0%

10,745.87

0.00

-10,745.87

0.0%

Bookmobile: OPER-BM

0.00

250.00

250.00

100.0%

0.00

3,000.00

3,000.00

100.0%

Library Automation Contracts

0.00

1,081.85

1,081.85

100.0%

60,011.64

76,900.35

16,888.71

22.0%

Library Supplies

1,087.23

2,083.33

996.10

47.8%

5,750.93

25,000.00

19,249.07

77.0%

Copier/Printer Expense

0.00

875.00

875.00

100.0%

2,646.60

10,500.00

7,853.40

74.8%

Programming - Adult's

412.47

725.00

312.53

43.1%

2,049.14

8,700.00

6,650.86

76.4%

Programming - Youth Services

247.07
1,258.33
1,011.26
80.4%
2,658.32
15,100.00
12,441.68
82.4%

Programming - Osage

.458.30
333.33
-124.97
-37.5%
800.73
4,000.00

3,199.27
80.0%

Programming - Special Events

-2,889.15
5,000.00
7,889.15
157.8%
3,860.85
8,000.00
4,139.15
51.7%

Run Date: 4/13/2023 4:09:49PM G/L Date: 4/13/2023

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Income tement

For The 3 Periods Ended 3/31/2023 OPERATING FUND

Missouri River Reg Library (MRL)

Period to Date

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ORIGINAL
PTD Budget
(Continued)

ORIGINAL
Variance
Var %
Year to Date

Annual Budget

Variance
Var %
-209.06

Public Information

3,827.96

70.83

5,160.00

279.89

395.2%

153.83

1,332.04

25.8%

11,759.56

850.00

61,920.00

696.17

81.9%

50,160.44

81.0%

Campaign Expenses

124.50

0.00

-124.50

0.0%

Training and Travel & Assoc

493.13

1,250.00

756.87

60.5%

124.50

2,979.25

Total **LIBRARY SERVICE EXPENSES:**

6,434.68

18,087.67

11,652.99

64.4%

103,541.22

0.00

15,000.00

228,970.35

-124.50

0.0%

12,020.75

80.1%

125,429.13 45.2% 54.8%

OVERHEAD EXPENSES

Bank Charges

2,659.67

266.66

-2,393.01

-897.4%

3,121.38

3,200.00

78.62

2.5%

Custodial Supplies

879.21

833.33

-45.88

-5.5%

2,636.60

10,000.00

7,363.40

73.6%

Insurance - Business

749.00

0.00

-749.00

0.0%

43,886.93

45,281.00

1,394.07

3.1%

Lease/Purchase:OPER-OSAGE

1,884.02

1,884.17

0.15

0.0%

7,536.08

22,610.00

15,073.92

66.7%

Maintenance - Building & Equip

2,608.44

3,416.66

808.22

23.7%

11,666.18

41,000.00

29,333.82

71.5%

Maintenance-Building & Equip:OPER-OSAGE

147.25

250.00

102.75

41.1%

515.43

3,000.00

2,484.57

82.8%

Maintenance - Furniture&Equip

233.40

750.00

516.60

68.9%

5,382.65

9,000.00

3,617.35

40.2%

Office Automation

0.00

708.33

708.33

100.0%

2,545.00

8,500.00

5,955.00

70.1%
Office Supplies
1,960.36
1,237.50
-722.86
-58.4%
4,029.74
14,850.00
10,820.26
72.9%
Postage
764.12
750.00
-14.12
-1.9%
1,112.70
9,000.00
7,887.30
87.6%
Professional Services
9,255.00
10,713.33
1,458.33
13.6%
24,165.00
128,560.00
104,395.00
81.2%
Rent - Dawson-308 E High
1,300.00
1,300.00
0.00
0.0%
6,500.00
15,600.00
9,100.00
58.3%
Rent - Capital Mall:OPER-ADMIN
100.00
100.00
0.00
0.0%
500.00
1,200.00
700.00
58.3%
Rent - Parking
633.00
1,041.66
408.66
39.2%
2,647.00
12,500.00
9,853.00
78.8%
Telephone
717.09
833.33
116.24
13.9%
717.09
10,000.00
9,282.91
92.8%
Telephone: OPER-OSAGE
1,658.01
0.00

-1,658.01

0.0%

1,658.01

0.00

-1,658.01

0.0%

Utilities

6,096.98

7,416.66

1,319.68

17.8%

12,597.31

89,000.00

76,402.69

85.8%

Utilities: OPER-OSAGE

745.62

916.66

171.04

18.7%

3,128.48

11,000.00

7,871.52

71.6%

Vehicle Operation/Passenger

688.59

375.00

-313.59

-83.6%

1,374.94

4,500.00

3,125.06

69.4%

Total OVERHEAD EXPENSES:

33,079.76

32,793.29

-286.47

-0.9%

135,720.52

438,801.00

303,080.48 30.9% 69.1%

CAPITAL EXPENDITURES

Building & Bldg Equipment

0.00

833.33

833.33

100.0%

0.00

10,000.00

10,000.00

100.0%

Contingency

0.00

8,239.55

8,239.55

100.0%

0.00

98,874.65

98,874.65

100.0%

Computer Equipment & Software

1,200.00

6,000.00

4,800.00

80.0%

4,814.71

72,000.00

67,185.29

93.3%

Library Furniture & Equipment

0.00

833.33

833.33

100.0%

0.00

10,000.00

10,000.00

100.0%

Office Furniture & Equipment

231.24

416.66

185.42

44.5%

522.09

5,000.00

4,477.91

89.6%

Vehicles & Equipment

0.00

0.00

Expansion Planning

32,920.84

12,683.33

Total CAPITAL EXPENDITURES:

34,352.08

29,006.20

0.00

-20,237.51

-5,345.88

0.0%

-159.6%

-18.4%

0.00

135,679.05

141,015.85

194,000.00

194,000.00

100.0%

152,200.00

16,520.95

10.9%

542,074.65

401,058.80 26% 74.0%

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G/L Date: 4/13/2023

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Earnings before Income Tax:

Net Income (Loss):

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G/L Date: 4/13/2023

Missouri River Reg Library (MRL)

Period to Date

ORIGINAL

PTD Budget

Variance

Var %

Year to Date

ORIGINAL

Annual Budget

Variance

Var %

260,063.88

297,230.70
 37,166.82
 12.5%
 1,002,436.06
 3,824,370.00
 2,821,933.94 26.2% 73.8%
 -184,531.41
 -289,855.71
 105,324.30
 36.3%
 2,665,322.20
 0.00
 2,665,322.20
 0.0%
 -184,531.41
 -289,855.71
 105,324.30
 36.3%
 2,665,322.20
 0.00
 2,665,322.20
 0.0%
 -184,531.41
 -289,855.71
 105,324.30
 36.3%
 2,665,322.20
 0.00
 2,665,322.20
 0.0%

Page: 4

Balance Sheet

As of 3/31/2023

Assets

CURRENT ASSETS

1001-01-01

1005-01-01

1110-01-01

1176-01-01

1301-01-01

1500-01-01

1505-01-01

FIXED ASSETS

1910-10-01

1911-10-01

1920-10-01

1921-10-01

1930-10-01

1931-10-01

1940-10-01

1941-10-01

1950-10-01

1960-10-01

1961-10-01
1970-10-01
1995-10-01
1996-10-01

Petty
Cash
Cash -
Checking
Treasury Bill- Central
Bank
Cert of Deposit-Bank of Freeburg -
2nd:OPER-ADMIN Prepaid
Expense:OPER-ADMIN
Property Tax
Receivable
Allowance for Uncoll. Taxes
Total CURRENT ASSETS:

Automation
Equipment
Accum Depr-Automation
Equipmen Books and Materials
Accum Depr-Books and Materials
Building & Equipment
Accum Depr-Building & Equip
Furniture and Equipment
Accum Depr-Furniture &
Equip Land
Vehicles
Accum Depr-Vehicles
Construction in Progress Website:FIXED-ADMIN
Accum Amort-Website:FIXED-ADMIN
Total FIXED ASSETS:
Total Assets:

Liabilities

2001-01-01
2002-10-01
2003-01-01
2030-01-01
2036-01-01
2040-01-01
CURRENT LIABILITIES

Accounts Payable
Accrued PTO
Payable Deferred
Revenue
Accrued Deferred Compensation
Accrued Health Savings
Account Accrued Health Insurance

2042-01-01

Accrued Dental Insurance

2043-01-01

Accrued Vision Insurance

2044-01-01

2045-01-01

2050-01-01

2200-01-01

2300-01-01

2305-01-01

Fund Balance

3105-10-01

3109-01-01

3109-10-01

3110-01-01

3110-01-01

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G/L Date: 4/13/2023

Accrued Supplemental Insurance

Accrued Life Insurance Accrued

Retirement

Accrued Non-Res Ent Tax W/H

Friends Clearing Acc:OPER-ADMIN

Foundation Clearing

Account:OPER-ADMIN

Total CURRENT LIABILITIES:

Total Liabilities:

Investment in Capital Assets

Fund Balance - Restricted

Fund Balance:Restricted Pension

Retained Earnings-Current Year

Fund Balance



\$

\$

\$

\$

\$

\$

Missouri River Reg Library (MRL)

\$

\$

\$

875.00

3,716,212.79

2,944,320.09

249,935.43

1,524.03

430,844.24

-24,402.35

173,732.89 -130,977.74

3,774,590.61

-3,182,109.10

3,075,607.39

-1,743,341.47

597,568.51

-541,820.68

7,319,309.23

69 69 69 69
EA EA EA EA EA EA 69 69 69 69 69 EA EA

322,095.00

267,586.4

4

-261,137.44

198,780.75 412,868.60

120,626.00
18,900.00
-18,900.00

2,472,420.4
1
9,791,729.6
4

85,361.9
7

-19,578.72
19,578.72
260.64
60.11
0.03
31.90
11.78
1,450.8
9
2,095.1
0
1,178.8
1
-5,395.59

\$

2,472,420.4

1

163,479.00

136,286.00

2,665,322.20

3,992,583.79

696,704.99

696,704.99

Page:

1

Balance Sheet

As of 3/31/2023

3110-10-01

Fund Balance: FIXED-ADMIN

Total Fund Balance:

Total Liabilities & Fund Balance:

\$

**Missouri River Reg Library
(MRL)**

-335,066.75

\$

9,095,024.65

\$

9,791,729.64

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.....

Page:
2

G/L Date: 4/13/2023

Check
Register
Journal Posting **Date**

4/19/2023 Register
Number: CD-001189

Attachment B

Missouri River Reg Library
(MRL)

Bank Code: A-Cash-Checking
Central Bank

Check Number Check Date Vendor Invoice Number

04293
6

4/19/2023 **AMAZ575** Amazon Capital
Services

13VX-WLR7-
LD9J

14QJ-4RJG-4Y
KN

Invoice Date Invoice Amount Discount Applied Payment
Amount

Check Entry
Number: 001

3/20/202
3

78.3
0

0.0
0

78.3
0

3/22/202
3

119,7
6

0,00

119.76

171M-QWXM-1K
NP

4/3/202
3

93.4
1

0.00

93.4
1

17VW-JPRF-N
TV1

3/20/202
3

29.98

0.0
0

29.98

19YK-FDGJ-K
PFT

4/10/202

	3	166.57	0.00	166,57
1C61-J4LG-7 VLQ	3/31/2023	216.76	0.00	216.76
1GW7-DYDG-1H YT	3/28/2023	35.00	0.00	35.00
1JPN-YFRG-4 QN7	3/10/2023	50.97	0.00	50.97
1JVT-WVTH-69 FC	3/21/2023	86.70	0.00	86,70
1PR7-NXMF-9 GK3	3/24/2023	48.90	0.00	48.90
1QHY-FHP1-7G 1F	3/31/2023	36.77	0.00	36.77
1RXHCYKW-W GXL				

Number: 001

040323

4/3/202
3

45.00

0.00

45.00

04293
8

4/19/202
3

BAKE69
0

Baker &
Taylor, Inc.

Check Entry
Number: 001

203735083
8

3/3/202
3

275.4
8

0.00

275.4
8

203735083
9

3/3/202
3

272.1
1

0.00

272.1
1

20373579
31

3/7/2023
.

223.62

0.00

223.62

203736108
9

3/10/202
3

106.8
3

0.00

106.83

203736134
3

3/10/202
3

18.5
7

0.
00

18.5
7

203736658
0

	3/9/2023	271.06	0.00	271.06
2037366652	3/10/2023	284.84	0.00	284.84
2037366653	3/10/2023	258.56	0.00	258.56
2037366654	3/10/2023	278.48	0.00	278.48
2037366655	3/10/2023	274.60	0.00	274.60
2037366656	3/10/2023	272.24	0.00	272.24
2037366657	3/10/2023	282.78	0.00	282.78
2037366658	3/10/2023	31.12		

			0.00	31.12
2037370126	3/15/2023	78.73	0.00	
			0	78.73
2037370249	3/13/2023	183.52	0.00	
				183.52
2037370250	3/13/2023	100,50	0.00	
				100.50
2037370441	3/14/2023	280,67	0.00	
				280.67
2037370442	3/14/2023	245.26	0.00	
				245.26
2037373845	3/14/2023	165.22	0.00	
				165.22
2037374260	3/17/2023	26.46	0.00	

					26.4 6
203737711 2	3/17/202 3	38.40	0.00		38.40
203737711 3	3/17/20 23	57.1 8	0.0 0		57.1 8
203738555 0	3/21/2023	271.87	0,00		271,87
20373855 51	3/21/202 3	90.1 7	0.0 0		90.1 7
203738563 0	3/16/20 23	192.7 7	0,00		192.7 7
203738578 6	3/17/202 3	80.8 5	0.0 0		80,8 5
203738693 3	3/13/202 3	65.73	0.00		65.73
203738907 2					

3/23/202

3

96,9
9

0.00

96.99

2037389326

3/24/202

3

90.56

0.00

90.5
6

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Page:
1

A/P Date: 4/11/2023

Check
Register
Journal Posting **Date**
4/19/2023 Register
Number: CD-001189

Missouri River Reg Library
(MRL)

Bank Code: **A** Cash-Checking
Central Bank

Check Number Check Date Vendor Invoice Number

Invoice **Date** Invoice Amount **Discount Applied** **Payment**
Amount

2037389556

3/24/2023

34.1
8

0.00

34.1
8

203739238
5

3/24/202
3

181.37

0.0
0

181.3
7

203739238
8

3/23/202
3

88.7
1

0.0
0

88.7
1

2037397
441

	3/28/2023	275.62	0.00	275.62
2037397442	3/28/2023	128.43	0.00	128.43
2037397484	3/24/2023	241.96	0.00	241.96
2037400758	3/23/2023	278.18	0.00	278.18
2037400775	3/29/2023	276.10	0.00	276.10
2037400776	3/29/2023	269.59	0.00	269.59
2037400777	3/29/2023	17.48	-0.00	17.48

203740092 9	3/27/202 3	65.39	0.0 0	65.39
203740094 3	3/29/202 3	244.3 0	0,0 0	244.3 0
203740183 6	3/21/202 3	26.9 5	0.0 0	26.9 5
203740318 0	3/21/202 3	31.4 5	0.0 0	31.4 5
203740486 3	3/24/202 3	281.3 1	0.0 0	281.3 1
203740486 4	3/24/202 3	86.0 0	0.00	86.00
2037404 911	3/24/202 3	66.6		

			4	0.00	66,64
2037405051	3/29/2023		38.59	0.00	38.59
2037407736	3/30/2023		281.90	0.00	281.90
2037407737	3/30/2023		125.66	0.00	125.66
2037407738	3/30/2023		36.98	0.00	36.98
2037407920	3/30/2023		82.14	0.00	82.14
2037413065	4/3/2023		197.70	0.00	197.70
2037416489	3/30/2023		84.60	0.00	

84.6
0

203741651
2

3/31/202
3

51.8
3

0.0
0

51.8
3

20374165
47

4/3/202
3

236.05

0.00

236.0
5

203742966
8

4/3/202
3

21.0
0

0.00

21.00

Check 042938
Total:

8,665.2
8

0.00

8,665.2
8

04293
9

4/19/202
3

BANK0
80

Bank Card
Services

Check Entry
Number: 001

030123-0
0

3/1/202
3

66.55

0.0
0

66,55

030123-0
1

3/1/202
3

80.00

0.0
0

80,00

030123-0 4	3/1/202 3	50.0 0	0.00	50.0 0
030223-0 0	3/2/202 3	12.6 0	0.00	12.6 0
030223-0 1	3/2/202 3	25.2 0	0.0 0	25.2 0
030223-02	3/2/2023	90,0 0	0.00	90.0 0
030723-0 0	3/7/2023	209.98	0.0 0	209.9 8
030723-0 1	3/7/202 3	14.0 9	0.00	14.0 9
030723-0 5	3/7/202 3	130.0 0	0.00	130.0 0

03082 3	3/8/202 3	32.98	0.0 0	32.98
03102 3	3/10/202 3	42.66	0.0 0	42.66
03132 3	3/13/202 3	14.9 8	0.00	14.9 8
031523-0 0	3/15/202 3	631.9 7	0.00	631.9 7
031523- 01	3/15/202 3	134.4 2	0.0 0	134.4 2
031523-02	3/15/202 3	86.46	0.00	86.46
031523-03	3/15/202 3	86,4 6	0.00	86.46
031523-0 4	3/15/202 3	172.9		

			2		0.00	172.9
						2
031523-0						
5						
	3/15/202					
	3					
		86.46				
					0.0	
					0	
						86.4
						6
031523-0						
6						
	3/15/202					
	3					
		86.4				
		6				
					0.0	
					0	
						86.46
031523-0						
7						
	3/15/202					
	3					
		86.4				
		6				
					0.00	
						86.4
						6
031523-0						
8						
	3/15/202					
	3					
		286.8				
		7				
					0.0	
					0	
						286,8
						7

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: 2

A/P Date: 4/11/2023

Check
Register

Journal Posting Date:

4/19/2023 Register

Number: CD-001189

Missouri River Reg Library
(MRL)

Bank Code: A-Cash-Checking
Central Bank

Check Number Check Date Vendor Invoice Number

Invoice Date Invoice Amount Discount Applied Payment

Amount

031623-0 0	3/16/202 3	158.9 4	0.0 0	158.9 4
031623-0 1	3/16/202 3	86.46	0.00	86.4 6
031723-0 1	3/17/202 3	15.5 5	0.00	15.5 5
031723-0 2	3/17/202 3	10.1 1	0.00	10.1 1
031723-0 3	3/17/202 3	86.4 6	0.00	86.4 6
031723-0 4	3/17/202 3	86.4 6	0.0 0	86.4 6
031723-0 5	3/17/202 3	86.46	0.00	86.46

031723-0 6	3/17/202 3	86.4 6	0, 00	86.4 6
031723-0 9	3/17/202 3	86.46	0.00	86.4 6
03202 9	3/20/202 3	68.99	0.00	68.9 9
032223-0 1	3/22/202 3	30.0 0	0.0 0	30.00
032423	3/24/202 3	27.5 4	0.00	27.5 4
032923-0 0	3/29/202 3	22.4 6	0.0 0	22.4 6
032923-0 1	3/29/202 3	1,200.0 0	0.00	1,200. 00

033123

3/31/2023

12.70

0.00

12.70

033123-00

3/31/2023

34.78

0.00

34.78

033123-02

3/31/2023

79.50

0.00

79.50

Check 042939
Total:

4,606.85

0.00

4,606.85

042940

4/19/2023

BOOK721

Book Sale Finder

Check Entry
Number: 001

032223

3/22/2023

150.00

0.00

150.00

042941

4/19/2023

BRIG282
Brightspeed

Check Entry
Number: 001

04032
3

4/3/202
3

913.6
2

0.00

913.6
2

04294
2

4/19/202
3

CAP148
1

Capital Mall
JC LLC

**Check Entry
Number: 001**

MAY
2023

3/27/202
3

100.0
0

0.00

100.0
0

04294
3

4/19/202
3

CENT687 Central Mo.
Newspapers, Inc.

**Check Entry
Number: 001**

28061
9

3/17/202
3

46.5
0

0.00

46.50

30099-03312
3

3/31/202
3

334.5
0

0.00

334.50

Check 042943 Total:

381.00

0.0
0

381.
00

04294
4

4/19/202
3

CENT834
CENTURYLINK

Check Entry
Number: 001

63299829
0

3/20/202
3

268,0
4

0,
00

268.0
4

04294
5

4/19/202
3

CITJ50
0

City Of
Jefferson

Check Entry
Number: 001

MAY
PARKING

4/11/202
3

300,0
0

0.00

300.00

04294
6

4/19/202
3

CITL50
3

City of Linn
Water Dept

Check Entry
Number: 001

03152
3

3/15/202
3

81.3
3

0.00

81.3
3

04294
7

4/19/20
23

COLE10
8

Cole County

Commission

Check Entry
Number: 001

MAY
2023

3/27/202
3

333,00

0.00

333.0
0

04294
8

4/19/202
3

COS/482 Cosimo
Properties LLC

Check Entry
Number: 001

MAY
2023

3/27/202
3

1,300,0
0

0.00

1,300.0
0

04294
9

4/19/202
3

DAKE88
0

Dake Wells
Architecture Inc

Check Entry
Number: 001

20023-1
1

3/31/202
3

33,149
.00

0.00

33,149.
00

04295
0

4/19/202
3

DOWN780 Downtown Book
And Toy

Check Entry
Number: 001

7005310
4

3/29/202
3

				59.2 0		0.00	59.2 0
04295 1	4/19/202 3	EART296 Earth's Classroom					Check Entry Number: 001
		328202 3	3/28/2023	75.00		0.00	75.00
042952	4/19/202 3	FCC1334 FCCI Insurance Group					Check Entry Number: 001
		03312 3	3/31/202 3	749.0 0		0.0 0	749,0 0
04295 3	4/19/2023	GALE005 Gale/Cengage Learning					Check Entry Number: 001
		8093699 5	3/23/202 3	28.49		0.0 0	28.4 9
14295 4	4/19/2023	GALE008 Gale					Check Entry Number: 001
		8088988 4	3/15/202 3	29.24			

0.00 29.24

Run Date: 4/11/2023 11:59:30AM
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Check Register

Journal Posting **Date:**
4/19/2023 Register
Number: CD-001189

Missouri River Reg **Library**
(MRL)

Bank **Code:** A-Cash-Checking
Central Bank

Check Number Check Date Vendor Invoice Number

Invoice Date Invoice Amount Discount **Applied** Payment
Amount

8090396
5

3/17/202
3

Check 042954
Total:

45.7
3

0.0
0

45.73

74.9
7

0.00

74.9
7

04295
5

4/19/202
3

GIBB70
0
Gibbs Technology **Leasing** 173190

4/4/202
3

2,682.0
5

0.00

2,682.0
5

Check Entry
Number: 001

042956

4/19/202
3

HOBB930 Hobby Lobby
Stores, Inc.

Check Entry
Number: 001

033023

3/30/202
3

13.4
5

0,00

13.45

04295
7

4/19/202
3

HOME77
7

**Hometown
Building Center**

Check Entry
Number: 001

69454
2

3/20/202
3

82.2
6

0,00

82.2
6

69456
5

3/20/202
3

64.9
9

0.00

64.9
9

Check 042957
Total:

147.2
5

0.0
0

147.2
5

04295
8

4/19/202
3

**HUBE684 Huber &
Associates Inc**

Check Entry
Number: 001

CW2029
41

3/17/202
3

7,380.
00

0.00

7,380,
00

04295
9

4/19/202
3

JD
P562

JD
Power

Check Entry
Number: 001

ORDUS2201
87

3/22/202
3

145.0
0

0,00

145.00

04296
0

4/19/202
3

JEFF164 Jefferson City News
Tribune

Check Entry
Number: 001

03212
3

3/21/202
3

285.0
0

0,0
0

285.0
0

04296
1

4/19/20
23

JETT48
1

Mary M
Jett

Check Entry
Number: 001

04062
3

4/6/202
3

28.52

0.0
0

28.5
2

04296
2

4/19/202
3

LIBR03
1

Library
Ideas LLC

Check Entry
Number: 001

9759
6

3/17/202
3

52.1
3

0.0
0

52.1
3

04296
3

4/19/202
3

LUBB56
2

Lubbock Public
Library

Check Entry
Number: 001

03212
3

3/21/202
3

70.97

0.00

70.97

04296
4

4/19/202
3

MEH484 Megan
Mehmert

Check Entry
Number: 001

03102
3

3/10/202
3

52.08

0.00

52.0
8

03212
3

3/21/202
3

115.0
6

0.00

115.06

Check 042964

Total:

167.1
4

0.0
0

167.1
4

04296
5

4/19/202
3

**MIDW760 Midwest
Tape**

Check Entry
Number: 001

50350852
4

3/15/202
3

14.9
9

0.
00

14.9
9

50350852
6

3/15/202
3

64.4
7

0.0
0

64.4
7

50950852
7

3/15/202
3

36.99

0.0
0

36.99

50350852
8

3/15/202
3

44.99

0.0
0

44.99

50854153
3

3/24/202
3

287.93

0.0
0

287.9
3

50354153
4

	3/24/2023	34.92	0.00	34.92
				2
503541536	3/24/2023	79.98	0.00	79.98
				8
503541537	3/24/2023	23.24	0.00	23.24
				4
503541538	3/24/2023	380.91	0.00	380.91
				1
503573561	3/30/2023	174.95	0.00	174.95
				5
503573562	3/30/2023	12.74	0.00	12.74
503573564	3/30/2023	47.99	0.00	47.99
503573566	3/30/2023	113.9		

7

0.00

113.9
7

503573567

3/30/202
3

39.99

0.00

39.99

Check 042965
Total:

1,358,
06

0,0
0

1,358.0
6

04296
6

4/19/202
3

MISS67
8

Missouri Law
Center

389

4/2/202
3

1,875,0
0

0,00

1,875.
00

Check Entry
Number: 001

04296
7

4/19/202
3

MODE62
7

04296
8

4/19/202
3

MO. Dept. of Public Safety 000157475
MOR1846 Mo. River Reg. Lib.
Friends

1/17/202
3

50.0
0

0,00

50.0
0

Check Entry
Number: 001

Check Entry

Number: 001

03312
3

3/31/202
3

124.00

0,0
0

124.00

4296
9

4/19/2023 MOST022 Missouri State Agency for
Surplus **Property**

Check Entry
Number: 001

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Check
Register
Journal **Posting Date**
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Missouri River **Reg Library**
(MRL)

Bank Code: A-Cash-Checking
Central Bank

Check Number **Check Date** **Vendor Invoice Number**

Invoice Date Invoice Amount Discount Applied
Payment Amount

8285
0

4/6/202
3

66.00

0.00

66.00

042970

4/19/202
3

MRRL04
2

MRRL Building
Corporation

Check Entry
Number: 001

MAY
2023

3/27/202
3

1,884,
02

04297
1
4/19/202
3
OSAG17
0
Osage County
PWSD#3
0.00
1,884.0
2
Check Entry
Number: 001

04032
3
4/3/202
3
28.60
0.0
0
28,6
0

04297
2
4/19/202
3
PITN19
5
Pitney
Bowes
1022697
671
3/10/202
3
726.3
2
0.0
0
726.3
2
Check Entry
Number: 001

04297
3
4/19/202
3
POSZ482 Marsha Posz
032023
3/20/202
3
27.4
7
0.00
27.4
7
Check Entry
Number: 001

04297
4

4/19/202
3

QUEE523 Queen B
Custom Graphics

Check Entry
Number: **001**

2023-0403

4/3/202
3

187.5
0

0.00

187.5
0

042975

4/19/20
23

RAMA029 **RamAir,**
Inc.

Check Entry
Number: 001

25219
1

3/14/202
3

2,002.2
5

0.00

2,002.
25

04297
6

4/19/202
3

REPU054 Republic
Services #035

Check Entry
Number: **001**

0035-004443
492

3/20/202
3

150.1
5

0.00

150.15

04297
7

4/19/202
3

RING08
6

Ring
Central

Check Entry
Number: 001

CD00055129

9

3/6/202
3

1,658.
01

0.0
0

1,658.
01

042978

4/19/20
23

ROYA456 Royal
Papers Inc.

Check Entry
Number: 001

032423

3/24/202
3

237.7
2

0.00

237.7
2

226897

3/27/202
3

64.1
4

0.0
0

64.1
4

226897-
1

3/31/202
3

577.35

0.00

577.3
5

Check 042978
Total:

879.2
1

0,00

879.2
1

04297
9

4/19/202
3

SCHR33
0

Schriefer's Office
Equip.Inc.

Check Entry Number:
001

10170
9

3/22/202
3

290.53

0,00

290.53

10178
4

3/24/202
3

231.24

0.0
0

231.2
4

10194
3

3/30/202
3

11.
99

0.00

11.9
9

Check 042979
Total:

533.76

0.00

533.7
6

042980

4/19/202
3

SCHU47
5

Schulte's Fresh
Foods

Check Entry Number:
001

030223

3/2/202
3

29.3
4

0,0
0

29.34

04298
1

4/19/202
3

SPRI53
9

Springfield Greene
Co. Library

Check Entry
Number: 001

016
9

3/9/202
3

26.00

0.00

04298
2

4/19/20
23

STMA6
98

St. Martins K of C
Home Assn.

26.0
0

04142
3

4/14/202
3

250,0
0

0.0
0

Check Entry
Number: 001

250.0
0

04298
3

4/19/202
3

SYST17
7

Systems
Technology

Check Entry
Number: 001

1380
7

3/20/202
3

995.0
0

0.00

995.00

04298
4

4/19/202
3

THES31
8

The Shirtsmith
LLC

Check Entry
Number: 001

Q-234
7

3/8/202
3

853.7
3

0,0
0

853.73

04298

5

4/19/202
3

THRE
174

Three Rivers Electric
Cooperative

Check Entry
Number: 001

033023

3/30/202
3

485.5
4

0.0
0

485.5
4

04298
6

4/19/202
3

TYLE71
0

Tyler's Lock & Key
Service, In

Check Entry
Number: 001

8987
8

S2207
7

2/23/202
3

170.00

0.00

170.0
0

3/3/202
3

100.0
0

0.00

100.00

Check 042986
Total:

270.0
0

0.00

270.0
0

042987

4/19/2023 ULIN160

Ulin
e

Check Entry
Number: 001

16087508
7

3/8/2023

133,59

0.00

133.59

042988

4/19/2023 UNIQ480 Unique Management Ser. Inc.

Check Entry Number: 001

6111584

4/1/2023

309.00

0.00

309.00

042989

4/19/2023

WALL358 Wallis Lubricant, LLC

Check Entry Number: 001

CL08941-IN

3/31/2023

359.65

0.00

359.65

042990

4/19/2023

WARD162

Warden Publishing

Check Entry Number: 001

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Missouri River Reg Library (MRL)

Bank Code: A-Cash-Checking
Central Bank

Check Number Check Date Vendor Invoice Number

Invoice Date Invoice Amount Discount Applied Payment
Amount

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount	Applied	Payment
042991	4/19/2023	Washington Post	INV 2023-10697 WASH332	3/8/2023	74.25	0.00	0	74.25
								Check Entry Number: 001
			041023	4/10/2023	1,248.00	0.00		1,248.00
042992	4/19/2023	Westlake Hardware	WEST445					Check Entry Number: 001
			041423	4/14/2023	61.32	0.00	0	61.32
042993	4/19/2023	Zimmer Radio Group	ZIMM185					

Check Entry
Number: 001

53060-3

3/31/202
3

2,800.5
0

0.00

2,800.
50

53061-
3

3/31/202
3

112.5
0

0.00

112.5
0

54594
-1

3/12/202
3

1,320.
00

0.00

1,320,
00

54595-
1

3/12/202
3

840.0
0

0.0
0

840,0
0

Check 042993
Total:

5,073.0
0

0,0
0

5,073.0
0

Report
Total:

85,361.
97

0,0
0

85,361.
97

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Attachment C

ADMINISTRATION

Staff: Claudia Young

Library Director

Report for March 2023:

The MRRL/ABLE book sale went exceptionally well **this** year. New book sale coordinator and Assistant Director, Angie Bayne, made small, **but effective changes** that contributed to this year's success. The way the books were organized in **the** storage unit to how they were unloaded **off the** truck were well received by the crew doing the bulk of the physical labor on Monday and Tuesday. This was also the first year a credit card **machine** was available. Both MRRL and ABLE attribute the **increase** in sales to that addition.

Educators could choose free books on Saturday for the entirety of the sale from 9-2 pm, which was extended this year by one hour. Just over 900 boxes of books were loaded on pallets and picked up the Wednesday after the sale to be given to Better World Books based out of South Bend, Indiana (www.betterworldbooks.com). They sell books from their website to raise money for literacy programs throughout the world.

Youth Services Manager, Courtney Waters, organized another successful MRRL Storytelling Festival this year taking the reins from Angie. For more details, please see her monthly report.

Expansion planning continues to be the Administration's main focus as we prioritize our work leading up to the April ballot announcement. Meetings regarding the marketing messaging, schematic design, and the information campaign are ongoing. To date, Natalie and I have scheduled sixteen meetings for levy presentations. If there is a group you belong to that needs a presenter, please let one of us know. Gilmore Bell has been chosen to handle the library's bond counsel needs. Attorney, Jason Terry, has reviewed Kent Brown's legal counsel and made some specific changes to the ballot language. Mr. Terry also drafted the letter to the Cole County Clerk's office (all provided in Attachment D). I have been pleased with his contributions. Gilmore Bell and Columbia Capital are success driven contracts, meaning they will not be compensated (minus travel expenses to board meetings **and some minor administrative fees**) unless the initiative passes in August.

The recent decision by the House of Representatives was closely watched by Missouri libraries. My colleagues and I are greatly dismayed by their move to defund public libraries based on the Missouri ACLU lawsuit against the state for Senate Bill 775. I made calls to both Griffith and Veit as well as Senator Bernkoetter, who reassured me it would be restored. The Senator sent this message to me within a couple of hours of my call:

Claudia,

I appreciate your email concerning the library funds. Unfortunately, the House has made a political statement by removing all the funding for public libraries. I have spoken with the chairperson of the Senate Appropriations Committee and he is committed to restoring the funding.

Thank you for reaching out to me about this crucial matter.

I received the following from Representative Dave Griffith:

Good morning

Claudia,

And would agree that we have always had a great relationship and I can assure you that ALL funding will

*not be cut but our position is **that** we cannot stand by while the **state** is being **sued** because we do not want pornographic **materials** to be accessible to our most vulnerable, our children. I don't know what will happen when the budget hits the floor in the Senate but we will see. I am pasting my response to the numerous emails I have **received** over the past two days. I hope we can continue to remain friends **and know** I will do all I can to support our local library.*

*I too **believe** libraries are incredibly important to our community. However, what I do **not** understand is why our libraries are suing the state in order to **be able** to put pornography in the hands of **children**. Many find the language in the law they are fighting, quite offensive so I won't copy and paste it here but I will provide you a link so you can **read** it if you choose.*

<https://revisor.mo.gov/main/OneSection.aspx?section=573.550&bid=51068&hl>

***As** you mention, individual libraries need to reach out to **these** organizations **and** tell them that they are not interested in providing these sorts of materials to children. When that happens and these organizations **cease**, I will gladly support funding **for** our libraries. Until then, I believe very strongly that any organization that would fight to be able to put these types of materials in the **hands of children** should not be given any money by the people of Missouri.*

*Thank you again for your
email.*

ADULT SERVICES DEPARTMENT

Staff: Qhyrrae Michaelieu
Adult Services Manager

Report for March 2023:

Reference: We answered 1,989 questions at the Reference desk.

Knitting & Crocheting: We had 19 attendees this month. Once again we had 6 people wanting to learn how to crochet.

Yoga: We continue to see an increase in participants. 226 participants

Ukulele: We had 12 participants, Alan Ames taught us some music theory at the beginning of each session.

Volunteers: 2

Volunteer hours: 11

Programs: 13

Attendees: 257

Staff: Madeline Matson

Reference and Adult Programs Librarian

Report for March

2023:

Several really interesting and well-attended programs took place during March, featuring two talented musicians, an author with his beautiful new book and some fascinating stories, and two very different lectures - one on governance and one on literature and the environment.

The *Music at the Library* program offered Cherry and Jerry, St. Louis musicians who played early blues and talked about the composers of famous and unfamiliar blues songs. Their program highlighted ragtime **songs** and other songs that have influenced contemporary music. The duo **has** been together for years and perform around the Midwest. Their enjoyment in performance was infectious, and the audience responded in kind.

The LU-MRRL Lecture brought Dr. Jane Frazier, a professor of **English**, whose topic was "Nature Through a Book." She **discussed** how poets from the U.S. and the UK have written about the natural world and how nature affected their writings and points of view. She concentrated on William Wordsworth, Edgar Allen Poe, W. S. Merwin, and Mary Oliver, and asked how their works stand up in today's world of environmental consciousness. The program was interactive, with an audience that was eager to provide **comment and** opinion.

Patrick Murphy, a St. Louis television producer and five-time Emmy Award winner, **came** to Jefferson City to introduce his new book, *Places to Pray: Holy Sites in Catholic Missouri*. He specializes in telling stories about the American heartland, and his programs **have** often been developed for PBS, both locally and nationally. He **has** written two earlier books about St. Louis and is also a fine artist, specializing in woodcuts (check his website for **some** amazing works). He took a **year** to travel the state, visiting cities and towns to research **impressive** urban **churches**, small churches built by immigrants in the state's rural areas, convents, shrines and monasteries. His book **is** filled with full-color photos, **some** of which he showed during the program.

Dr. Brian Norris, a political science professor **at** Lincoln University, received a Fulbright Global Scholar **Award** to study local government in Colombia and Mozambique. His award **is** for a three-year study, and his program **at the** library focused on the time he spent in Colombia, where he observed that country's election process from campaigns through the final vote. The

presidential election was particularly consequential and had shades of the left-right divide common today in many democracies. He also visited **with** rural government officials to learn about the challenges residents have in a global economy and how they're adapting to major economic changes.

The First Friday Film, "She Said," documented the months of work by two *New York Times* reporters who uncovered the multitude of sexual abuse allegations by film mogul Harvey Weinstein, which ultimately resulted in the #MeToo movement.

Other activities during the month included co-leading the quarterly book discussion group at the Osage County Library, spending several days working the library book sale, writing a book review for the *News-Tribune* on *Rebel With a Cause* by Ellen Jovin, continuing the weeding project of the massive 600 collection (now three-fourths complete), working with the Learning in Retirement group on its biannual film class, purchasing/selecting prizes for 15 Winter Reading Program participants, and monthly ordering of library books.

Total attendance for programs: 182

Total Programs:

6

Staff: Mariah Luebbering
New Adult
Programming

Report for March

2023:

Shelf Indulgence remains strong and tends to bring in a couple new members each month. - 6 adults.

Dungeons and Dragons continues to be a strong program. We have started offering water and soda to just the DMs to thank them for their continued help. In April, **we** plan to offer a special session just for the DMs to thank them and give them a chance to play. We have also had to cap the number of younger players we allow. There is a lot of interest in the tween age group, but we would need more DMs who wanted to work with young kids. The numbers below indicate in person and online together for each session.

- 30 adults, 14 teens - 39 adults, 15 teens

The Adult Art Club is still growing. This club was requested by patrons and they responded very happily when I could put it together. I bring leftover program materials which attendees can play **with**. Many attendees brought their own projects to work on and show others. - 11 adults

Anime & Art has begun to grow as more people slowly hear about it. The targeted age groups do not follow the library's normal methods of advertisement such as Facebook, email, or paper calendars. I tend to get new participants through a chance encounter of someone mentioning it to someone else. However, it is becoming a group of regulars and they are extremely excited that the library is acknowledging that adults like anime. They really appreciate it.

- 8 adults

Loosely Bound remains small, but stalwart. I love how much that group loves the book club. - 3 adults

The art event for March was Mirror Etching. This month, I failed to get it on the calendar before Allie printed it. She made some small flyers to put out around the library. I used our texting tool to send out an invitation to the patrons who have enjoyed the arts programs in the past. That worked really well. I had a huge response and patrons who never hear about programs, generally, signed up. Many patrons told me how much they appreciated getting a text inviting them to sign up and hope we will do that more often in the future. I held an afternoon and an evening event. I plan to continue this trend at least once a month per patron request.

· 22 adults and - 28 adults

Also, per patron request, I have started an afternoon adult craft club as well. I plan to hold this once a month. Getting the word out still seems to be the biggest issue. Many of the patrons who attend my programs do not find out about my programs through the regular marketing strategies

we use.

-9 adults

I reviewed *The Last House on the Street* by Diane Chamberlin for the *News Tribune*.

Total Programs: 9

Total Attendees: 185

Staff: Megan Mehmert

IT Programming

Report for March 2023:

Held the following programs: Genealogy @ Osage, Marketing w/ Canva, Troubleshooting Techniques, Troubleshooting Techniques @ Osage, Genealogy, and How to Delete Yourself

from the Internet. **How to Delete Yourself from the Internet was the most popular program with 19 people participating, and several more had signed up, but didn't show.**

Programs: 6

Attendees: 29

HUMAN RESOURCES

Staff: Diane Clingman

Human Resources Manager

Report for March 2023:

New Hires: Claudia Visnich joined the Youth Services Department as a Clerk on March 16.

Open Positions: Currently there are no open positions with MRRL at the main branch or Osage.

H.R. News: The staff survey sent out at the end of February regarding National Library Week gift ideas has concluded. The staff have chosen a MRRL logo backpack to receive in addition to the new MRRL Friends t-shirts.

Staff volunteers have been selected for the "Let's Talk" committee. Members include Bill Kelley, Maintenance Department; Missy Jett, Osage Branch Clerk; Leslie Williams, Technical Services; Mariah Luebbering, Adult Services; Karen Anderson, Circulation Department; Lydia Gallagher, Youth Services; and Allie Gladbach, Administration Support. The first meeting is scheduled for April 6th.

Training: I attended two HR webinars this month via SHRM (Society for Human Resources). Driving Change: HR and the State of the Workplace, this webinar covered many of the changes affecting HR since the COVID pandemic. Such as salary grades, pay, and benefits. Many employees are now looking not only at pay but benefits such as insurance and leave.

The second webinar was Best Practices for Meaningful and Productive 1 on 1 Meetings. This webinar mainly focused on the annual evaluation, but also on meetings with employees throughout the year with not only management but with HR. I have signed up for more webinars in April.

MARKETING

Staff: Natalie Newville

Assistant Director of Marketing and Development

Report for March

2023:

350 Jefferson City Adult, 200 of the Kid/Teen, 589 Osage, and 40 Technology calendars were printed and distributed throughout the community in March.

Radio/TV/Newspaper

The Jefferson City News Tribune:

o

Bottle Art Fun on March 1

o Leadership Jefferson City Class of 2023 Announced on March 8

o

JCWSBA 2023 Board and Officers on March 8

o

Annual Book Sale Starts Today on March 8

o Prep Time on March 9

o

Brisk Business on March 10

o

Friday Fun on March 11

o

o Keep Reading Alive on March 11

o

Rain Drives Book Buyers to Sale on March 12

o

Our Town on March 13

o

o Brushing Up On Skills on March 14

o Nonprofit Approaches City About Support for Homeless Population on March 17

o Ragtime Duo Performs Early Blues for Patrons on March 20

ABLE/MRRL Book Sale on March 22

o

o

Author Highlights Missouri's Holy Sites on March 25

o

o

Cole County Treatment Court Holds Graduation, Unveils Alumni Program on March 23 Etching Class Fun on March 29

- The Zimmer Radio ad campaign advertised Kanopy. Ad play times/dates are available.

Community Engagement and Development

IT

Our Orange Boy consultant, Clark Swanson, passed away in March. Natalie and Claudia will continue to

work with Kate from Orange Boy on the campaign and development projects.

- Most of March was spent getting assets ready for the potential campaign.
- Community meetings are being scheduled for May-July to talk about the upcoming plans.

Huber met with staff to share some serious issues with the servers and network. In order to move forward with **the** firewall, upgrades were needed. These would have had to have been done in the next year, but **the** timeline has been moved up.

Natalie and Claudia meet with Huber with other staff monthly to discuss upcoming plans and challenges.

The computers **in** the BCC have been fixed (**there** have been a handful of them down).

PUBLIC SERVICES

Staff: Angie Bayne

Assistant Director of Public Services

Report for March 2023:

Assistant Director:

I attended a webinar on book challenges which was beneficial because the very next day we received a challenge on the children's picture book *Fred Gets Dressed*. Courtney, Claudia and I all reviewed the challenge and chose to retain the book. The patron was contacted and we have received no further response. During **the** webinar I was made aware of a reporting portal for challenged materials through ALA. I went through and retroactively reported the challenges we have received in the **last** several years and will continue to report any additional challenges we may receive.

Claudia and I attended a meeting with Trisha Barnes of BluSky Restoration. They specialize

in disaster recovery. We had our monthly meeting with Huber. Claudia, Natalie and I also met with our attorney to review ballot language this month. We also had a meeting with Dake Wells to go over the schematic design for the new building.

Sarah and I had our monthly meeting to review what is going on at the Osage branch. I was also able to cover the desk so she could have a staff meeting with her entire staff. Working at Osage was a joy.

Qhyrrae, Jessica, Claudia and I worked on updating our Behavior and Use of Facilities procedures and the patron Code of Conduct. Those changes were completed and our website has been updated. We made updates that follow what we are currently doing and addressed several issues we have been experiencing. We have also added a section on how to implement a trespass of a patron.

The annual MRRL/ABLE Book Sale was held the second week of March and was a success. This was my first year managing the sale and I think it went really well. Luckily I had the expertise of Betty and Don, who both volunteered, to answer any questions I had. We made a couple of changes to the sale. First we used credit card machines on loan from Central Bank. We have never accepted credit cards before and I think this was a much appreciated new feature of the sale. Secondly, we have always opened up the final hour of the sale to educators to take free materials. This year we opened up the entire final day of the sale for educators. We ended up giving away 187 boxes of books to educators! The final change was that our leftover books were boxed up and sent to Better World Books instead of the recycler. We had 976 boxes of books left over which were shipped out a couple of days later. We had a lot of great help at the sale this year. We ended up making \$56,771.37, which was about \$4000 more than last year.

The Storytelling Festival was held March 14-15. This was Courtney's first year managing the festival and she did a fantastic job! I helped her and will of course continue to help her with the program. The Storytelling Festival is one of my favorite events we host and I always enjoy the storytellers we bring in to entertain our community.

We received a very nice thank you card from Rosie Cutrer.

Reading For Fines:

3 people - \$13 worth of fines read off

Collection Development/Technical Services:

Leslie has completed a project for the Teen collection. She has been working with Courtney to fix the manga titles so they are cataloged and shelved by title. This will make it much easier for patrons to find specific series they are looking for. Leslie and I have also been working on streamlining the newspaper processes. We are having some issues with deliveries. Our News Tribune is now delivered through the mail instead of courier, which means our mail clerk has to go to the post office twice a day to make sure we get it the day of. Our courier for the newspapers printed in Columbia is not very reliable and we have been struggling with making sure we are not paying for newspapers we are not receiving.

Technical Services staff cataloged and processed 1050 new items in March.

OSAGE COUNTY LIBRARY

Staff: Sarah Falter

Osage Branch Manager

Report for March 2023:

In March, our door count numbers were up with our Mondays and Saturdays being the busiest days of the week. Storytimes are increasing in attendance and the scavenger hunts are a big hit. We held a coffee filter wreath class for kids, a popular legos and logs building party, and sensory play day. Reading Heroes was full again with eight kids participating in one-on-one tutoring with Missy. Teen Game Night has taken off with a steady group of junior high kids attending.

Our Adult programming was hit and miss in March. Our Osage Page Turners Unite book club had eight, our adult craft had a family of four, Genealogy brought in two, and Troubleshooting Techniques for computers had no one. The book club was a delight. Madeline helps run this program with me, and she has fantastic ideas for book selection.

This month I had the opportunity to attend a Linn Community Betterment Association meeting, the Fatima High School Career Fair (where I handed out Reading Buddies volunteer forms), a

meeting with Dawn Sebion from MU Extension concerning future programs, and the annual council meeting of the Osage County MU Extension. At the extension meeting, John Gulick and I were honored to receive an award for being on the Extension Leaders Honor Roll for promoting and supporting the extension program in Osage County. Our F.O.C.L. group was recognized for supporting **their** group as well. In other outreach, the library lent out our yard games to the local 4-H group for an activity they were running.

The third graders from Linn Elementary worked on book reports that included a diorama of the book they read. One of their teachers contacted me about displaying these dioramas in the library for a period of time. One Friday afternoon, **the** group of about 40 third grade students, a few teachers, and parents walked over to hand deliver these works of art. We have them displayed **all** over the library on the empty spaces on the book shelves. While they were here, they teamed up to do a scavenger hunt and the reward was their very own chapter book to take home. When they left us, they were able to walk up to Eagle Stop and purchase a fountain drink to celebrate their success. These dioramas are displayed until the week after Easter.

F.O.C.L. had their semi-annual book sale at the library on March 31 and April 1 bringing in \$1366 which is \$256 more than our last big sale in October. They offered free books for an hour on Saturday to our teachers.

YOUTH SERVICES

Staff: Courtney Waters

Youth Services Manager

Report for March 2023:

Youth Services

The Youth Services department was super busy in March! A number of us were involved in the book sale, which is always a big deal. Those who weren't working the sale were covering desks for their colleagues. The week after the book sale was our annual Storytelling Festival. This was my first year organizing the festival and things seemed to go well. We hired seven professional storytellers to perform for kids and teens at 25 schools (in both Cole and Osage counties) and for adults at both Day Solutions and Primrose Retirement Center. When all was said and done, we had reached a total of 4900 people ranging in age from 2-3 years old (at Special Learning Center) to 106 (at Primrose)!

Also happening in March was JCRoads Week and we teamed up with **the** librarian from Capital City High School to host an event on March 10 featuring lots of read-alouds, book giveaways and cookies. We had 16 kids and 16 adults in attendance and everyone had a great time. Spring Break fell at the end of March, which meant that we opened the Teen Zone early for the week.

Finally, we welcomed a **new** staff member to the Youth Services department - Claudia Visnich! Claudia is a retired librarian who has worked as a branch manager for KCPL, a school librarian and a prison librarian. We're so excited to have her join our staff!

Teen Programming

The numbers for Teens were a bit down this month and it's difficult to pinpoint why. Even our Teen After-Hours wasn't particularly well-attended, which was surprising (though it was held on the coldest night of the month, so maybe that had an effect). We did have a couple of really fun Escape Rooms early on in the month as one of our special events. Escape Rooms tend to bring in teens we haven't met or haven't seen in awhile and this month's event was no exception. We had 6 teens in each session. Other programs held steady in their numbers. We're currently looking forward to warmer weather and hopefully, more teens.

Staff: Eric Lyon

Youth Programming Coordinator

Report for March 2023:

Between the library's annual used book sale and the Central Missouri Storytelling Festival, the middle of March was a very busy time for Youth Programming. Beyond these two events, we still had a full month of programming. Highlights included storytimes for all the kindergarten classes at East Elementary, Lighthouse Elementary, and Moreau Heights Elementary schools; a very popular sensory play program; six Rhyme Time events for the under-two crowd; and five family storytimes. Without adding storytelling festival numbers, Youth Programming worked 30 events, with a total participation of 559.

Attachment D1

A RESOLUTION CALLING AN ELECTION ON THE QUESTION WHETHER TO INCREASE THE ANNUAL PROPERTY TAX LEVY FOR THE JEFFERSON CITY-COLE COUNTY LIBRARY DISTRICT.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE JEFFERSON CITY-COLE COUNTY LIBRARY DISTRICT, AS FOLLOWS:

Section 1. An election is hereby ordered to be held in the Jefferson City-Cole County

Library District on Tuesday, August 8, 2023, on the following question:

QUESTION

Shall the twenty cent (\$0.20) per one hundred dollars of assessed valuation tax for the Jefferson City-Cole County Library District be increased to thirty-five cents (\$0.35) per one hundred dollars of assessed valuation?

Section 2.

The form of the Notice of Election showing said question, a copy of which is attached hereto and made a part hereof, is hereby approved.

Section 3. The Secretary of the Board of Trustees is hereby authorized and directed to notify the County Clerk of Cole County, Missouri, of the passage of this Resolution no later than 5:00 PM. on Tuesday, May 30, 2023, and to include in said notification all of the terms and provisions required by Chapter 115, RSMo, as amended.

Section 4. This Resolution shall be in full force and effect from and after its passage.

PASSED by the Board of Trustees this 18th day of April, 2023.

(SEAL)

ATTEST:

Secretary of the Board of Trustees

President of the Board of Trustees

NOTICE OF ELECTION

JEFFERSON CITY-COLE COUNTY LIBRARY DISTRICT

Notice is hereby given to the qualified voters of the Jefferson City-Cole County Library District (the "District") that the Board of Trustees of the District has called an election to be held in the District on Tuesday, August 8, 2023, commencing at 6:00 a.m. and closing at 7:00 p.m., on the question contained in the following sample ballot:

OFFICIAL BALLOT

JEFFERSON CITY-COLE COUNTY LIBRARY DISTRICT

TUESDAY, AUGUST 8, 2023

QUESTION

Shall the twenty cent (\$0.20) per one hundred dollars of assessed valuation tax for the Jefferson City-Cole County Library District be increased to thirty-five cents (\$0.35) per one hundred dollars of assessed valuation?

YES []

NO []

INSTRUCTIONS TO VOTERS: If you are in favor of the proposition, place an X in the box opposite "YES." If you are opposed to the proposition, place an X in the box opposite "NO."

The election will be held at the following polling places in the District:

PRECINCT

DATED:

2023.

POLLING PLACE

County Clerk, Cole County,
Missouri

Attachment D3

NOTIFICATION OF ELECTION AUTHORITY FOR COLE COUNTY

2023

Mr. Steve Korsmeyer
County
Clerk
Cole County,
Missouri
311 E. High Street, Room 201
Jefferson City, Missouri **65101**

Re: Property Tax Increase Election **in the** Jefferson City-Cole County Library District

Dear Mr. Korsmeyer:

In accordance with Section 115.125, RSMo, you are hereby notified that the Jefferson City-Cole County Library District (the "District"), by Resolution adopted by the Board of Trustees on April 18, 2023, has called a property tax increase election to be held in the District on Tuesday, August 8, 2023. A copy of said Resolution along with the legal Notice of Election is enclosed.

We understand that as a result of this Notification, your office will be responsible for publication of the Notice of Election and the conduct of the election. The polling places remain to be added to the enclosed Notice of Election before publication.

We enclose several copies of this Notification and request that you sign the receipt at the bottom of each copy, retain one copy and return the remaining copies to us.

Upon successful conclusion of the election, please send us an original affidavit of publication

from **each** newspaper in which the Notice of Election was published and copies of **the** election ballot and the abstract of votes.

If you **have** any questions, please let us know.

JEFFERSON CITY-COLE COUNTY LIBRARY DISTRICT

By: Secretary of the Board of Trustees

Filed **in** my office at _____m., on _____ 2023.

County Clerk,
Cole County,
Missouri