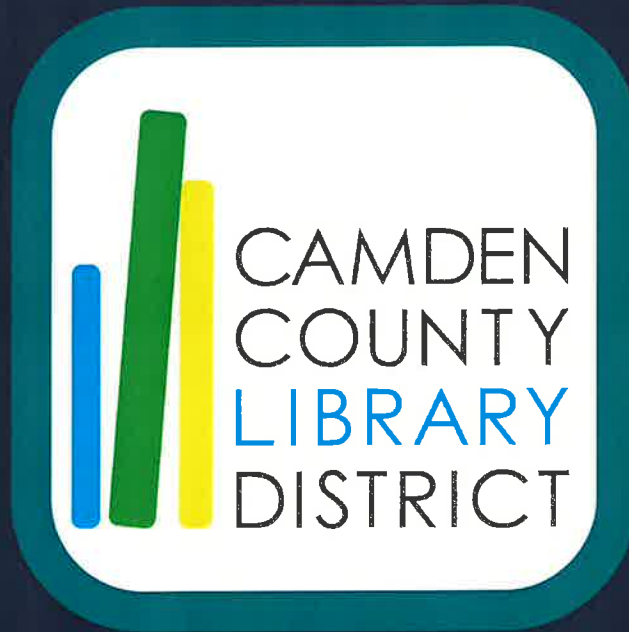


**20
22**

Annual Report

**CAMDEN COUNTY LIBRARY
DISTRICT**



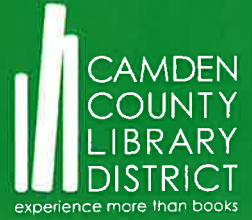
ANNUAL OVERVIEW

FINANCE REPORT

SERVICES

2022

ANNUAL REPORT



1,658
NEW CCLD
CARD HOLDERS

19,425
CARD HOLDERS

13,329
COMPUTER
USERS

320
NOTARY
SERVICES

139,403
INFORMATION
QUESTIONS ANSWERED



361
PASSPORT
APPLICATIONS
ACCEPTED

NEW IN '22

- All branches have notary services
- Returned to Normal From COVID
- Obtained IMLS Grant to upgrade 3D Printers & MakerSpace & Larger Computer Screens
- Upgraded the Community Garden with signage and beds



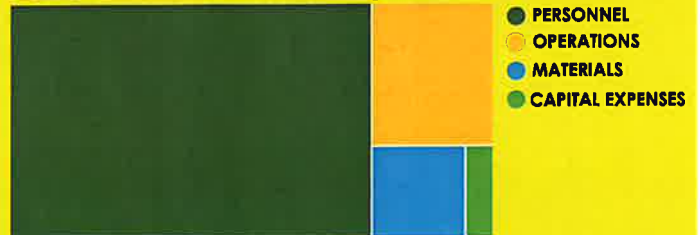
142,317
VISITORS

\$ FINANCIALS

REVENUE: \$1,896,166.09



EXPENDITURES: \$1,864,585.76



190,941
ITEMS BORROWED

Camdenton

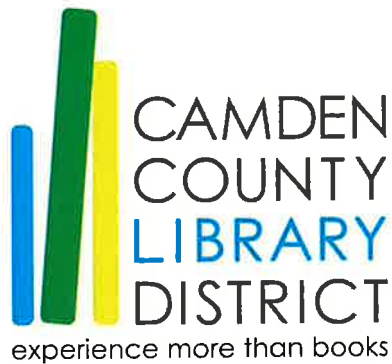
573-346-5954

Climax Springs

573-347-2722

Macks Creek

573-363-5530



Osage Beach

573-348-3282

Stoutland

417-286-3188

Sunrise Beach

573-374-6982

February 15, 2023

To the Board of Trustees of the Camden County Library District, Camden County Commissioners, Missouri State Library, and other interested parties,

This annual report of the Camden County Library District is submitted as required by Missouri State Statutes 182.060 and 182.210.

Inside are the details of the sums of money received from the library fund and other sources, how the monies have been expended, and additional statistics and reports relating to the operations of the Camden County Library District for the year 2022. This is the account of the past year's operations and progress.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael Davis". The signature is fluid and cursive, written over a light blue horizontal line.

Michael Davis, Director

Camden County Library District

Narrative Summary for 2022

Director: Michael Davis

Personnel:

The Camden County Library District employed 32 employees as of 2022, with 18 being full-time, 14 being part-time, and 24.3 full-time equivalent (FTE). This is a slight increase from the 29 employees in 2021. The district added three part-time employees, two in circulation and one in maintenance. Carolee Apperson, a long-time branch manager, retired and was replaced in-house by Amy Donalds, who was promoted to Branch Manager at the Climax Springs Branch.

Facilities:

The Camden County Library District operates six branches, including the headquarters in Camdenton and branches in Climax Springs, Macks Creek, Osage Beach, Stoutland, and Sunrise Beach. All facilities are in good condition. The Stoutland branch received a new roof in October 2022. General maintenance was performed at all branches to keep them in good condition. The district is also exploring the possibility of renting out the old radio station facility next to the Osage Beach Library that the district purchased in 2018.

The Community Garden behind the Camdenton Library saw significant upgrades in 2022. New outdoor signage was installed along Rodeo Road to promote the garden, and new beds were added. Dirt, mulch, plants, and tools were donated by local businesses, who were recognized with signage on the garden fence. Due to the upgrades, all 16 garden beds were used during the growing season, and plans are in place to add more donated garden beds in the future.

Programs & Services:

In 2022, the libraries returned to normal services and programs after the impact of the COVID-19 pandemic. Program attendance returned to pre-pandemic levels, with 11,669 people attending the 1238 programs presented. The libraries answered 139,403 reference questions and 361 people applied for passports at the Osage Beach branch. The Summer Reading Program had 954 enrollments and a 50% completion rate, with 3956 attendees at the 54 SRP programs and an average attendance of 73 per program. Free walk-in public notary services were added at all branches in 2022, and documents were notarized for 320 people.

Technology:

The district undertook several technology projects in 2022. Library staff switched from Google Suite to Microsoft Office 365 for email, online data sharing, and office suite, saving the district over \$6000 per year. An IMLS grant was obtained through the State Library to upgrade the Makerspace with three 3D printers, a 3D scanner, and larger monitors for staff and public. The Camdenton Board Room was also upgraded with a large-screen TV and videoconferencing hardware for teleconferencing.

Policies and Planning:

The Library Board of Trustees adopted or revised several policies in 2022, including the By-laws of the Camden County Library District, Education Reimbursement Policy, At-Will Employment Policy, Personnel Records Policy, Software Copying Policy, Computer Communications Policy, Disclosure of Library Records Policy, Expense Reimbursement Policy, Safety Policy, 3D Printing Policy, Severe Weather Policy, Service Animal Policy, Marketing/Public Relations Policy, Social Media Policy, Probationary Pay Scale Policy, Sick Leave Policy, Vacation Policy, and Leave of Absence Policy. The library also completed a Disaster Plan and distributed disaster flip charts to all branches.

Circulation:

The Camden County Library District holds 104,524 physical items, including books, audiobooks, DVDs, and more, and 57,482 digital items, including eBooks, audiobooks, magazines, and videos. In 2022, physical and digital items were circulated 190,941 times,

Note: This report was edited for clarity by ChatGPT. The Library District will incorporate AI technology into our daily operations as the software becomes available.

**Camden County Library District
Balance Sheet
As of December 31, 2022**

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
1001 · OakStar Money Market 7039379	650,705.73
1002 · OakStar Operating 2162326	-14,841.01
1003 · OakStar Payroll 2162296	13,876.07
1015 · Certificates of Deposit	1,250,000.00
Total Checking/Savings	1,899,740.79
Total Current Assets	1,899,740.79
Fixed Assets	
1200 · Osage Beach Property	816,944.04
1203 · 1081 Osage Beach Road	200,316.00
1205 · Sunrise Beach Property	242,883.55
1206 · Stoutland Property	9,396.00
1207 · Stoutland Building	216,342.52
1208 · Climax Springs Property	17,000.00
1209 · Climax Springs Building	378,766.00
1210 · Building improv	497,316.86
1220 · Shelving & Other Assets	73,684.15
1230 · Furniture & Equip	613,922.41
1240 · Vehicles	95,043.92
1250 · 130 Rodeo Road (land)	79,043.27
1251 · Land Purchase-Rodeo Road 2010	135,872.99
1252 · Parking Lot Rodeo Road (2011)	116,899.68
1260 · 130 Rodeo Road (building)	1,746,346.06
1270 · Automation Equipment/Computers	526,591.08
1280 · Building Macks Creek	233,685.56
1290 · Land In Mack Creek (Donated)	10,000.00
1299 · Accumulated Depreciation	-3,204,149.08
Total Fixed Assets	2,805,905.01
TOTAL ASSETS	4,705,645.80

Camden County Library District
Balance Sheet
As of December 31, 2022

	<u>Dec 31, 22</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2131 · FICA & FWH Payable	5,458.17
2133 · SWH Payable	2,609.00
2162 · Health Ins. - Emp. Cont.	2,903.50
	<hr/>
Total Other Current Liabilities	10,970.67
	<hr/>
Total Current Liabilities	10,970.67
	<hr/>
Total Liabilities	10,970.67
	<hr/>
Equity	
3100 · Fund Balance - Fixed Assets	2,805,905.01
3200 · Fund Balance - General	1,857,189.79
Net Income	31,580.33
	<hr/>
Total Equity	4,694,675.13
	<hr/>
TOTAL LIABILITIES & EQUITY	<u><u>4,705,645.80</u></u>

Camden County Library District
Profit & Loss Budget vs. Actual
January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · County Taxes	1,748,048.94	1,786,873.00	-38,824.06	97.8%
4010 · State Aid	35,637.02	25,000.00	10,637.02	142.5%
4020 · Copy	11,839.48	8,000.00	3,839.48	148.0%
4030 · Miscellaneous Income	8,386.83	10,000.00	-1,613.17	83.9%
4040 · Fees	1,991.11	800.00	1,191.11	248.9%
4045 · Passport Fees	12,361.25	6,000.00	6,361.25	206.0%
4050 · Mo State Library	55,661.27	20,000.00	35,661.27	278.3%
4060 · Donations	6,323.45	2,500.00	3,823.45	252.9%
4070 · Interest	15,916.74	11,000.00	4,916.74	144.7%
Total Income	1,896,166.09	1,870,173.00	25,993.09	101.4%
Gross Profit	1,896,166.09	1,870,173.00	25,993.09	101.4%
Expense				
Capital Expenditures				
7800 · Reimbursable Capital Expense	28,593.73	22,431.65	6,162.08	127.5%
7810 · Building Improvements	7,210.00	4,000.00	3,210.00	180.3%
7820 · Shelving & Other Assets	0.00	1,000.00	-1,000.00	0.0%
7830 · Furniture & Equipment	5,532.46	2,000.00	3,532.46	276.6%
7840 · Vehicle Acquisition	2,800.00	3,500.00	-700.00	80.0%
7850 · Automation Equip./Computers	2,269.07	7,000.00	-4,730.93	32.4%
Total Capital Expenditures	46,405.26	39,931.65	6,473.61	116.2%
Materials				
5000 · Book Purchases	70,924.77	69,000.00	1,924.77	102.8%
5010 · Reimbursable Mat./Supplies	9,134.34	348.00	8,786.34	2,624.8%
5030 · Misc. Materials	165.00	800.00	-635.00	20.6%
5040 · Standing Orders	485.18	1,300.00	-814.82	37.3%
5050 · CD/Audio Books	2,945.98	4,200.00	-1,254.02	70.1%
5150 · Online Resources	22,737.48	23,000.00	-262.52	98.9%
5152 · E-Books	12,688.59	16,000.00	-3,311.41	79.3%
5200 · computer software	5,718.85	6,000.00	-281.15	95.3%
5300 · Interlibrary Loan	7,340.38	6,500.00	840.38	112.9%
5350 · Magazines/Newspapers	10,301.24	13,500.00	-3,198.76	76.3%
5450 · Microforms	1,225.00	700.00	525.00	175.0%
5650 · Movies/Games	731.98	3,000.00	-2,268.02	24.4%
Total Materials	144,398.79	144,348.00	50.79	100.0%

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Operations				
5100 · Patron Refund/Found Book	155.23	500.00	-344.77	31.0%
6010 · Reimbursable Expense Operati...	3,598.18	3,641.35	-43.17	98.8%
6260 · Association Dues	1,607.00	1,800.00	-193.00	89.3%
6300 · Bank Charges	38.00			
6340 · Bldg. & Grounds Main & Repairs	14,062.18	40,000.00	-25,937.82	35.2%
6350 · Automation Maintenance	7,156.13	6,500.00	656.13	110.1%
6450 · Equipment Lease	572.00	700.00	-128.00	81.7%
6460 · Internet Support	14,343.32	25,500.00	-11,156.68	56.2%
6500 · Equip. Maintenance & Repair	26,932.44	19,500.00	7,432.44	138.1%
6780 · Insurance	42,814.95	32,000.00	10,814.95	133.8%
7000 · Supplies (lbr. & office)	27,400.69	23,000.00	4,400.69	119.1%
7050 · Postage	3,644.33	3,500.00	144.33	104.1%
7060 · Publicity/Public Relations	7,527.29	13,500.00	-5,972.71	55.8%
7070 · Children/Youth Programming	11,386.02	13,000.00	-1,613.98	87.6%
7071 · Adult Programming	2,204.77	1,600.00	604.77	137.8%
7072 · Remembrances/Memorials	25.00	300.00	-275.00	8.3%
7100 · Professional Service	19,965.80	13,500.00	6,465.80	147.9%
7300 · Supplies (cleaning, Maint.)	14,362.74	13,000.00	1,362.74	110.5%
7550 · Telephone	5,147.79	5,000.00	147.79	103.0%
7570 · Trash & Sanitation	1,449.05	1,800.00	-350.95	80.5%
7600 · Travel & Conference	2,879.48	3,000.00	-120.52	96.0%
7650 · Utilities	57,388.54	55,000.00	2,388.54	104.3%
7670 · Vehicle Expense	14,472.17	11,500.00	2,972.17	125.8%
Total Operations	279,133.10	287,841.35	-8,708.25	97.0%
Personnel				
6000 · Salaries	1,016,346.65	1,010,000.00	6,346.65	100.6%
6050 · Payroll Taxes	68,547.03	77,000.00	-8,452.97	89.0%
6100 · Unemployment Taxes	0.00	5,000.00	-5,000.00	0.0%
6150 · Retirement	89,465.88	110,000.00	-20,534.12	81.3%
6200 · Health Insurance	215,039.05	190,000.00	25,039.05	113.2%
6600 · Tuition Assistance	5,250.00	8,000.00	-2,750.00	65.6%
Total Personnel	1,394,648.61	1,400,000.00	-5,351.39	99.6%
Total Expense	1,864,585.76	1,872,121.00	-7,535.24	99.6%
Net Ordinary Income	31,580.33	-1,948.00	33,528.33	-1,621.2%
Net Income	31,580.33	-1,948.00	33,528.33	-1,621.2%