

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, June 30, 2026 at 6:00 p.m. (Doors open at 5:30 p.m.)
Nixa Community Branch, Large Meeting Room

Pledge of Allegiance

Consent Agenda

1. Minutes
 - a. Minutes of Tuesday, May 26, 2026, Open Meeting
2. Report of the Executive Director

Public Comment

Old Business

1. Policy and Bylaw Subcommittee
2. New Trustee Onboarding

New Business

1. Financial Report - questions and acknowledge receipt
2. New Trustee Geographical Appointments
3. Digital Access Cards
4. Trustee Remarks

Adjournment

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Consent Agenda

1. Minutes

a. Minutes of Tuesday, May 26, 2026, Open Meeting

2. Report of the Executive Director



Tuesday, May 26, 2026: Open Session

Trustees in Attendance: John Garrity, Mary Hernandez de Carl, and Kelli Roberts.

Trustee(s) Absent: Kristin Roussell

Start Time: 6:00PM

Consent Agenda

1. Minutes

John Garrity moved to accept the consent agenda. The motion was seconded. The motion passed. Trustee Garrity: Aye and Trustee Hernandez de Carl: Aye.

2. Report of the Executive Director

No board action was taken.

Public Comment

Old Business

1. Policy and Bylaw Subcommittee

No board action was taken.

New Business

1. Financial Report - questions and acknowledge receipt

No board action was taken.

2. New Trustee Onboarding

No board action was taken.

3. June Meeting Date

Mary Hernandez de Carl made a motion to change the date of the June monthly meeting to June 30th. The motion was seconded. The motion passed. Trustee Garrity: Aye and Trustee Hernandez de Carl: Aye.

Adjournment: 7:02PM.



Report of the Executive Director

June 2026

Summary

I worked with the admin team and met with SAP design to negotiate an updated floor design for the Nixa building. We are close to having a finished product. The new communications team (Tanner and Anna) have done a great job keeping the newsletter going and re-establishing our digital communications. If you have reached out to us over the past few months about something and never received a response, please let us know. I have been working with the new communications team and IT team on the community engagement portal. We finished up an intergovernmental agreement with the city of Ozark. I am developing more policy drafts and operational procedures for collections, and I have also been setting a foundation for strategic planning and budgeting. We've also been exploring avenues to establish weather cams at our locations. Someone from the state library will be visiting with us in July to ensure we are complying properly with our grants. Budgeting season is beginning, and strategic planning is continuing.

Personnel

- Anna Lynch is our second new Digital Media Specialist - Newsletter, Social media, etc.
- A vacant library assistant position is being filled at Nixa Branch.

Milestones and Markers

- Completed Orientation for Kristin Roussell
- Followed up with highway patrol
- Budgeting begins - new workbook provided, Pay Scales under review
- Meeting /study room policy pushed to July
- Digital Access Card procedures and policies reviewed

Building and Grounds

- We are working on roof leaks.
- The library foundation will help us get new lighting out in the Nixa Parking Lot
- The Sondhi storytime room received new flooring. A new Story time rug will also arrive soon!





Collections

- Two orders now with me doing the final review (July/August).
- The Anderson History Room is now up to date on Christian County Headliner microfilm for viewing. It goes up to 9/25/2024.

Technology

- We received our first payment from the LSTA Technology Ladder Grant, and purchased an Uninterruptible Power Supply unit along with new replacement batteries for Ozark, Sparta, and Clever.
 - Two new mobile workstations were also purchased with grant funds and deployed to Nick Hyten and DeeDee Brashers.
- Working on an asset checkout portal for internal staff to be able to reserve and automate morning deliveries.
- Staff feedback is still driving the Weekly Burrow Report, and all the major bugs have been fixed - The weather report is in a working state.
- Working with Programmers to analyze the data being generated for reporting.

- Developed an interactive and dynamic web application and database which pulls LibCal data for statistical analysis.
- Analytics Hub:
https://script.google.com/a/macros/christiancountylibrary.org/s/AKfycbyHDqf9UCQ6njDft_2D3v2MQ0Ct9EcaXjauhNQilq9MdY2e1OzMzPr0yBoD328NiPLi/exec
- Still working on our Collection Analysis project to analyze district title placements compared to other library districts.

Programming and Services

- We are indefinitely halting the digital access card service. This was a service designed to maintain operations during the Covid-19 pandemic.
 - Digital cards are signed up for online where applicants have a lower burden of proof of identity. It is not a fair service to patrons who are here in person.
 - Halting this service closes a loophole minors can use to gain access to our collection.
 - We have procedures in place for homebound patrons to get full access cards.
 - Digital access cards take a great deal of time from the branch managers.
- 30 people helped with gravestone cleaning
- Ozark's Egg Drop had 59 in total attendance, plus 5 different community partners
- Summer Reading has been off to an excellent start thanks to the youth services team, their colleagues, and everyone turning out to attend.



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Year to year statistics

April	2026	2025
Total Patron Visits	13017	12115
Total Circulation	18403	16404
New Library Cards	377	196
Public Computer Use (minutes)	63024	66493

The Library experienced great performance improvements from May of last year with the exception of less public computer minutes being used. .

Director's Tip

If you or someone you know is looking for work, do not miss the Job Fair on July 30th from 10 AM - 1 PM at the OTC Richwood Valley Campus in Nixa. Come connect with local employers in healthcare, IT, construction, and more!

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Public Comment



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Old Business

1. Policy and Bylaw Subcommittee



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Old Business

2. New Trustee Onboarding



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New Business

1. Financial Reports



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2. New Trustee Geographical Appointments



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New Business

3. Digital Access Cards



Under Policy Section 6A "Library Cards"

Digital Access Library Cards may be available to Christian County residents and members of households that pay property tax in Christian County. An online application is available via the Library website. Digital Access Library Cards grant provide access only to online research databases and streaming or downloadable digital content available through Christian County Library. No physical materials may be checked out with this card. A Digital Access Library Card may be converted to an All-Access Library Card by providing photo identification and proof of current address.

Request: Removal of the section of the policy

Justification:

- We are indefinitely halting the digital access card service. This was a service designed to maintain operations during the Covid-19 pandemic.
 - Digital cards are signed up online where applicants have a lower burden of proof of identity. It is not equitable for patrons who show up in person.
 - Halting this service closes a loophole minors can use to gain access to our collection.
 - We have procedures in place for homebound patrons to get full access cards.
 - Digital access cards take a great deal of time from the branch managers.
- Operational procedures and communications have been developed to help transfer digital card users to full access cards.

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New Business

4. Trustee Remarks



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Adjournment

