

Proudly Serving Cape Girardeau,
Perry, and Scott Counties in Missouri



"Providing information, education,
recreation, and inspiration."

Riverside Regional Library
66th Annual Report
2020

December 31
2020

3/25/2021
Library Director
Jeff Trinkle

The Riverside Regional Library has made free and open access to knowledge a cornerstone of our work. At its core, the Library exists to make ideas and opportunities available to all, improve lives, and strengthen communities.

Approved by
The Riverside Regional Library
Board of Trustees
2021

Statutory Authorization and Organization

County libraries in Missouri are established and operated under Sections 182.010 to 182.130 of the Revised Statutes of Missouri. The Board of Trustees is the governing and policy making body of the library. It is composed of five members appointed by the County Commission of each county. Each member is appointed for a four-year term. The County Commission delegates' authority for management to the County Library Board of Trustees, and the Board employs a library administrator to implement library policy. The Riverside Regional Library Board of Trustees is comprised of 15 persons from the County Library Boards of Scott, Cape Girardeau, and Perry counties.

Its primary purpose is to secure the best possible library it can for the community served. Its primary concern is the formulation of a program of library service for the service area defined and provision of means for carrying out such a program.

Trustees are responsible for the library's well-being. Their purpose encompasses decision making in five basic areas: (1) setting library policy, (2) budgeting and managing funds, (3) hiring and working with an administrative librarian, (4) carrying out public relations, and (5) long- and short-range planning.

2020 COUNTY COMMISSIONS

Cape Girardeau County Commission

- Clint Tracy, Presiding Commissioner
- Paul Koeper, Associate Commissioner, District 1
- Charles Herbst, Associate Commissioner, District 2
- Kara Clark Summers, County Clerk
- Vicky Ivy, Administrative Assistant to the County Commission

Perry County Commission

- Mike Sauer, Presiding Commissioner
- Jay Wengert, 1st District Commissioner
- James L. Sutterer, 2nd District Commissioner
- Jared Kutz, County Clerk

Scott County Commission

- Jim Glueck, Presiding Commissioner
- Terry Cole, 1st District Commissioner
- Donnie Kiefer, 2nd District Commissioner
- Rita Milam, County Clerk

Riverside Regional Library Board of Trustees 2020-2021

Kathy Panagos —President

Jill Barber—Vice President

Randal Friend —Treasurer

County Library Boards 2020-2021

Cape Girardeau County

JoAnn Hahs—President

Martha Mangels—Vice President

Tom Gross—Treasurer

Kathy Panagos

Andrew Meyer

Steve Burk - Retired

Perry County

June Ernst—President

Jackie Pender —Vice President

Susan Phillips —Treasurer

Jill Barber

Vacant

Dennis Martin—Retired

Scott County

Gary Ziegler—President

Janet Randolph — Vice President

Randal Friend

Carrie Massey

Vacant

Myrna Cheek—Retired

Riverside Regional Library Board Committees 2020-2021

Long-Range Planning Committee

Myrna Cheek

Martha Mangels

Susan Phillips

Personnel Committee

Jo Ann Hahs

June Ernst

Janet Randolph

Policy & Bylaws Committee

Tom Gross

Jackie Pender

Jill Barber

Budget & Finance Committee

Andy Meyer

Gary Ziegler

Tom Gross

Building & Grounds Committee

Each county board serves as its own committee.

Presiding RRL officers serve on all committees

Each committee selects its own spokesperson

Library Branches

Main Library (Cape Girardeau County)

1997 East Jackson Boulevard.

P.O. Box 389

Jackson, MO 63755

Phone 573-243-8141

Fax 573-243-8142

Director: Jeffrey Trinkle

Hours:

Mon – Fri 9:00 AM – 7:00 PM

Saturday 9:00 AM – 4:00 PM

Closed Sunday

Perryville Branch (Perry County)

800 City Park Drive, Suite A

Perryville, MO 63775

Phone 573-547-6508

Fax 573-547-3715

Branch Manager: Melissa Haymaker

Hours:

Mon – Fri 9:00 AM – 6:00 PM

Saturday 9:00 AM – 1:00 PM

Closed Sunday

Altenburg Branch (Perry County)

66 Poplar Street

P.O. Box 32

Altenburg, MO 63732

Phone 573-824-5267

Fax 573-824-5357

Branch Manager: Eunice Schlichting

Hours:

Tues and Thurs 1:00 PM – 6:00 PM

Wednesday 12:00 PM – 6:00 PM

Saturday 8:00 AM – 12:00 PM

Closed Sunday

Scott City Branch (Scott County)

2108 Main Street

Scott City, MO 63780

Phone 573-264-2413

Fax 573-264-2299

Branch Manager: Joyce Luten

Hours:

Monday 1:00 PM – 6:00 PM

Tues and Wed 11:00 AM – 6:00 PM

Thurs and Fri 1:00 PM – 6:00 PM

Saturday 9:00 AM – 1:00 PM

Closed Sunday

Benton Branch (Scott County)

54 North Winchester Street

P.O. Box 108

Benton, MO 63736

Phone 573-545-3581

Fax 573-545-3656

Branch Manager: Tina Powers

Hours:

Mon and Tues 1:00 PM – 6:00 PM

Wednesday 9:00 AM – 6:00 PM

Friday 1:00 PM – 6:00 PM

Saturday 8:00 AM – 12:00 PM

Closed Sunday

Oran Branch (Scott County)

120 Mountain Street

P.O. Box 298

Oran, MO 63771

Phone 573-262-3745

Fax 573-262-3776

Branch Manager: Tiffany Whitmore

Hours:

Mon, Wed, Thurs 9 AM – Noon & 1 PM – 6 PM

Saturday 9:00 AM – 12:00 PM

Closed Sunday

Library Staff

Dec 31, 2020

1. Jeff Trinkle	Regional Library Director
2. Roberta Brown	Office Manager-Bookkeeper, Jackson
3. Alynda Smithey	Children's Librarian, Jackson
4. Eunice Schlichting	Public Services Librarian/Altenburg Branch Manager
5. Sandy Welker	Circulation Supervisor, Jackson
6. Novena Bollinger	Cataloging Services Supervisor, Jackson
7. Hollie Roth	Assistant Cataloging Services Supervisor, Jackson
8. Bethany Holmes	Full-time Library Clerk, Jackson
9. Dee Bolen	Full-time Library Clerk, Jackson
10. Tyler Fenton	Full-time Library Clerk, Jackson
11. Zedith Johnson	Part-time Library Clerk, Jackson
12. Wendy Gracyus	Part-time Library Clerk, Jackson
13. Karen Biggs	Part-time Library Clerk, Jackson
14. Anne Marie Voeple	Part-time Library Clerk, Jackson
15. Melissa Haymaker	Branch Manager, Perryville
16. Stacy Tucker	Assistant Branch Manager, Perryville
17. Motley, Julie	Part-time Library Clerk,, Perryville
18. Velda Unterreiner	Part-time Library Clerk,, Perryville
19. Pecaut, Makayla	Part-time Library Clerk, Perryville
20. Nancy Caldejon	Part-time Library Clerk, Perryville
21. Joyce Luten	Branch Manager, Scott City
22. Darlene Carre'	Part-time Library Clerk, Scott City
23. Tiffany Whitmore	Branch Manager, Oran
24. Jacob Heeb	Part-time Library Clerk, Oran & Benton
25. Tina Powers	Branch Manager, Benton

Substitutes:

Carla Grebing (Altenburg)
Megan Roth (Altenburg)
Sandra Schmidt (Altenburg)
Stacy Wells (Benton)
Dolores Heisserer (Oran)
Debora Lynch (Oran/Benton)
Betty Meyer (Scott City)
Rebecca Ramos (Oran)
Therese Glueck (Scott City)

Library Mission Statement: To provide information, education, recreation and inspiration.

Objectives of the Library: It is the aim of Riverside Regional Library to motivate persons of all ages to use the available materials and facilities. To point out reliable, authoritative material; and to draw attention to the new, the critical, and even the unorthodox. Riverside Regional Library intends to be an active, dynamic force for enlightenment and enrichment of the lives of the citizens within its sphere of service.

To achieve these aims requires the library board to work with the librarian and staff to determine the broad roles of the library. The following roles have been chosen for Riverside to assist us in organizing services to meet local needs in accordance with our mission statement:

1. **Community Activities Center**--Riverside intends to be a central focus point for community activities, meetings and services. It will work closely with other community agencies to provide a coordinated program of social, cultural, and recreational services. The library provides meeting room space and equipment for community or library sponsored programs.
2. **Community Information Center**--In cooperation with local community information networks, the library is a clearinghouse for current information on community organizations, issues, and services. The library expects to maintain a high profile as a source of information about community services.
3. **Formal Education Support Center**--The library assists students of all ages in meeting educational objectives established during their formal courses of study. This may include students in all schools, community colleges, colleges and universities, technical and vocational schools, as well as continuing education, literacy or adult basic education. The library offers tours for classes and instructs students on using library tools. In cooperation with local schools and teachers, the library will reserve special materials to meet classroom assignments. To assist faculty, the library may supply supplementary materials for classroom use.
4. **Independent Learning Center**--The library supports individuals of all ages pursuing programs of learning independent of any educational provider. These individuals set their own learning objectives to meet such concerns as citizen education, self-improvement, job-related development, hobbies, cultural interest, and lifelong learning.
5. **Popular Materials Center**--One of the most important services a public library provides is making available recreational materials in all formats. The library features current high demand, high interest materials in a variety of formats for persons of all ages and actively promotes and encourages use of its collections.
6. **Preschoolers' Door to Learning**--The library encourages young children to develop an interest in reading and learning through services for children, and for parents and children together. Parents and other adult caregivers can locate and use library materials. Cooperation with other childcare agencies in the community is ongoing. The library promotes reading readiness from infancy and provides services for self-enrichment and for discovering the pleasures of reading and learning.
7. **Reference Library**--The library actively provides timely, accurate, and useful information for community residents in their pursuit of job-related and personal interest. The library promotes on-site and telephone reference/information services to aid users in locating needed information. The library participates in interlibrary loan, cooperative reference services, and access to local and remote databases to meet patrons' need for information.

2020 Taxes

NOTICE OF PUBLIC HEARING

A public hearing will be held at 7:00 p.m., August 22, 2019, at Riverside Regional Library, 1997 E. Jackson Blvd., Jackson, MO 63755, at which time citizens may be heard on the property tax rates proposed to be set by the Riverside Regional Library Board of Trustees, a political subdivision composed of the county library districts of Cape Girardeau, Scott and Perry Counties. The tax rates shall be set to produce revenues which the budget for the fiscal year beginning January 1, 2020, shown to be required from the property tax. Each tax rate is determined by dividing the amount of revenue required by the current assessed valuation. The result is multiplied by 100 so the tax rate shall be expressed in cents per \$100 valuation.

Assessed Valuation (by County and Categories)	Current Tax Year 2020	Prior Tax Year 2019
Cape Girardeau County		
Real Estate	651,866,330	637,892,594
Personal Property	<u>208,243,195</u>	<u>203,684,578</u>
Total	846,151,010*	821,322,607*
Scott County		
Real Estate	229,595,829	224,343,376
Personal Property	<u>134,246,869</u>	<u>128,849,764</u>
Total	356,036,283*	347,781,875*
Perry County		
Real Estate	264,400,320	259,639,904
Personal Property	<u>104,228,629</u>	<u>102,704,245</u>
Total	364,235,852	358,958,438*

The following tax rates are proposed:

Proposed tax rate (per \$100)

Tax revenue Cape Girardeau County	616,844	0.0729
Tax revenue Scott County	339,658	0.0954
Tax revenue Perry County	<u>335,097</u>	0.0920
Total	1,291,599	

NOTE: Voted tax rate is \$0.10 in each county (set in 1955).
There have been no tax increases in 65 years.

***Adjusted Current Year Assessed Valuation**

2020 Income & Expenses

Riverside Regional Library

Statement of Revenue, Expenditures and Changes in Net Assets

Reconciliation of Funds—Cash Basis

January 1, 2020 thru December 31, 2020

Source of Revenue:

Budgeted Revenues	\$1,547,632.13	
Non-Budget Revenues	8,296.86	
Total Revenue		\$ 1,555,928.99

Source of Expenditures:

Budget Expenditures	\$1,267,731.68	
	40,857.99	
Total Expenditures		<u>\$1,308,589.67</u>
Increase in Net Assets-Cash Basis Transaction		247,339.32
Principal Payments on Loan		37,050.86
Net Assets at Beginning of the Year		<u>1,628,100.37</u>
Net Assets December 31, 2019		<u><u>\$ 1,912,490.55</u></u>

Riverside Regional Library
Statement of Fund Balances—Cash Basis
ALL FUNDS ACCOUNTS
December 31, 2020
ASSETS

CURRENT ASSETS

Petty Cash	\$323.00
Montgomery Bank General Fund Account 0.2%	134,603.86
Montgomery Bank Cape Girardeau County Depository Account 0.2%	14,280.80
First Midwest Bank Scott County Depository Account 0.5%	368,043.02
The Bank of Missouri Perry County Depository Account 0.4%	321,306.00
The Bank of Missouri Money Market Vehicle Replacement 0.08%	16,099.93
Cape Girardeau County Unrestricted Funds 0.2%	82,507.44
Scott County Unrestricted Funds 0.2%	118,305.26
Perry County Unrestricted Funds 0.2%	187,477.61
Cape Girardeau County Building & Improvements 1.44% 15 Month CD	102,455.61
Cape Girardeau County Building & Improvements 3.5% 5 Month CD	97,914.00
Scott County Building & Improvements .35% 8 Month CD	55,734.64
Perry County Building & Improvements .3% 23 Month CD	56,717.39
Total Current Assets	<u>\$1,555,768.56</u>

Fixed Assets

Jackson Building	\$1,481,110.06
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TOTAL ASSETS\$3,036,878.62LIABILITIES

Note Payable Montgomery Bank-Jackson Building	<u>\$1,124,388.07</u>
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TOTAL LIABILITIES

\$1,124,388.07

EQUITY

\$1,912,490.55

TOTAL LIABILITIES AND EQUITY\$3,036,878.62

Borrowers Summary 2020

Library Cardholders: Branch Comparison				
Location	2019	2020	+/-	%
Jackson	20,626	20,991	365	1.77%
Perryville	10,174	10,387	213	2.09%
Altenburg	684	696	12	1.75%
Scott City	3,913	3,980	67	1.71%
Benton	2,106	2,164	58	2.75%
Oran	1,138	1,136	-2	-0.18%
TOTALS	38,641	39,354	713	1.85%
Library Cardholders: County Comparison				
Location	2019	2020	+/-	%
Cape	20,626	20,991	365	1.77%
Perry	10,858	11,083	225	2.07%
Scott	7,157	7,280	123	1.72%
TOTALS	38,641	39,354	713	1.85%

Library Visits Summary 2020

Riverside Library Visits: Branch Comparison				
Location	2019	2020	+/-	%
Jackson	120,865	75,591	-45,274	-37.46%
Perryville	59,519	30,291	-29,228	-49.11%
Altenburg	4,890	3,511	-1,915	-35.29%
Scott City	20,487	9,777	-10,710	-52.28%
Benton	9,421	5,712	-3,709	-39.37%
Oran	9,711	5,857	-3,854	-39.69%
TOTALS	224,893	130,739	-94,154	-41.87%
Riverside Library Visits: County Comparison				
Location	2019	2020	+/-	%
Cape	120,865	75,591	-45,274	-37.46%
Perry	64,409	33,802	-30,607	-47.52%
Scott	39,619	21,346	-18,273	-46.12%
TOTALS	224,893	130,739	-94,154	-41.87%

Meeting Room Usage Summary 2020

Meeting Room Usage (non-library groups): Branch Comparison				
Location	2019	2020	+/-	%
Jackson	384	68	-316	-82.29%
Perryville	15	24	9	60.00%
Altenburg	9	1	-8	-88.89%
Scott City	80	18	-62	-77.50%
Benton	177	50	-127	-71.75%
Oran	10	1	-9	-90.00%
TOTALS	675	162	-513	-76.00%
Meeting Room Usage (non-library groups): County Comparison				
Location	2019	2020	+/-	%
Cape	384	68	-316	-82.29%
Perry	24	25	1	4.17%
Scott	267	69	-198	-74.16%
TOTALS	675	162	-513	-76.00%

Programs Summary 2020

Total Programs Comparison includes all Virtual Programs				
Audience	2019	2020	+/-	%
Preschooler	315	232	-83	-26.35%
Elementary	341	133	-208	-61.00%
Teen	216	66	-150	-69.44%
Adult	468	136	-332	-70.94%
Senior	134	62	-72	-53.73%
TOTALS	1,474	629	-845	-57.33%
Total Attendance Comparison includes all Virtual Programs				
Audience	2019	2020	+/-	%
Preschooler	13,025	21,409	8,384	64.37%
Elementary	17,655	9,858	-7,797	-44.16%
Teen	3,390	1,869	-1,521	-44.87%
Adult	6,052	3,762	-2,290	-37.84%
Senior	1,884	1,409	-475	-25.21%
TOTALS	42,006	38,307	-3,699	-8.81%

Public Computer Usage Summary 2020

Public Computer Usage: Branch Comparison				
Location	2019	2020	+/-	%
Jackson	7,976	2,208	-5,768	-72.32%
Perryville	4,682	2,102	-2,580	-55.10%
Altenburg	155	84	-71	-45.81%
Scott City	1,556	504	-1,052	-67.61%
Benton	671	402	-269	-40.09%
Oran	1,098	223	-875	-79.69%
TOTALS	16,138	5,523	-10,615	-65.78%
Public Computer Usage: Branch Comparison: County Comparison				
Location	2019	2020	+/-	%
Cape	7,976	2,208	-5,768	-72.32%
Perry	4,837	2,186	-2,651	-54.81%
Scott	3,325	1,129	-2,196	-66.05%
TOTALS	16,138	5,523	-10,615	-65.78%

Reference Transactions Summary 2020

Reference Transactions: Branch Comparison				
Location	2019	2020	+/-	%
Jackson	11,573	12,324	751	6.49%
Perryville	8,129	20,216	12,087	148.69%
Altenburg	47	89	42	89.36%
Scott City	3,826	1,528	-2,298	-60.06%
Benton	3,529	2,708	-821	-23.26%
Oran	1,045	570	-475	-45.45%
TOTALS	28,149	37,435	9,286	32.99%
Reference Transactions: County Comparison				
Location	2019	2020	+/-	%
Cape	11,573	12,324	751	6.49%
Perry	8,176	20,305	12,129	148.35%
Scott	8,400	4,806	-3,594	-42.79%
TOTALS	28,149	37,435	9,286	32.99%

Circulation Summary 2020

Circulation Transactions: Branch Comparison				
Location	2019	2020	+/-	%
Jackson	173,297	94,014	-79,283	-45.75%
Perryville	77,074	37,025	-40,049	-51.96%
Altenburg	9,273	4,604	-4,669	-50.35%
Scott City	26,595	12,062	-14,533	-54.65%
Benton	15,933	7,841	-8,092	-50.79%
Oran	15,312	5,835	-9,477	-61.89%
TOTALS	317,484	161,381	-156,103	-49.17%
Circulation Transactions: County Comparison				
Location	2019	2020	+/-	%
Cape	173,297	94,014	-79,283	-45.75%
Perry	86,347	41,629	-44,718	-51.79%
Scott	57,840	25,738	-32,102	-55.50%
Digital Collections	9,202	14,083	4,881	53.04%
TOTALS	326,686	175,464	-151,222	-46.29%

Inter-library Loans Summary 2020

Inter-library Loan	2019	2020	+/-	%
Borrowed From Other Libraries	18,026	14,911	-3,115	-17.28%
Lend To Other Libraries	22,164	19,997	-2,167	-9.78%
TOTALS	40,190	34,908	-5,282	-13.14%

Collections 2020

Collection Totals 2020	Jackson	Perryville	Altenburg	Scott City	Benton	Oran	TOTALS
Adult Fiction	29,359	11,227	4,955	9,676	7,145	3,774	66,136
Adult Nonfiction	20,609	7,261	2,020	5,076	2,399	1,005	38,370
YA Collection	2,620	1,945	678	1,800	1,002	604	8,649
Children's Fiction	17,387	8,175	5,691	5,495	5,052	2,837	44,637
Children's Nonfiction	5,136	3,017	1,559	2,006	1,708	1,032	14,458
Audios	3,435	1,057	439	736	492	289	6,448
DVD	7,428	4,535	1,492	2,521	2,147	1,815	19,938
Magazines/Newspapers	2,244	401	532	774	681	254	4,886
Bound Serial Volumes	121	0	0	7	0	0	128
TOTALS	88,339	37,618	17,366	28,091	20,626	11,610	203,650
Collection Activity 2019	Jackson	Perryville	Altenburg	Scott City	Benton	Oran	TOTALS
Items Added	6,854	1,698	956	1,195	869	818	12,390
Items Deleted	7,472	1,819	893	1,423	665	1,648	13,920

Services & Programs 2020

- New Curbside Delivery (COVID-19)
- New Virtual Programs (COVID-19)
- New Music Streaming (COVID-19)
- New ZOOM Book discussion groups for adults (COVID-19)
- Free e-books (all ages)
- Free e-magazines
- Free music downloads
- Free circulating telescopes (all 6 locations)
- Free circulating binoculars (all 6 locations)
- Free circulating fishing gear (all 6 locations)
- Online Book Clubs
- Book discussion groups for adults
- Online Language Learning (Rosetta Stone)
- Free summer lunch program
- Free wireless Internet access
- Free circulating WiFi hotspots (15)
- Free access to subscription-based electronic databases made available through library's web site, both in-house and remote access available
- Story Times for Preschoolers
- After-School Programs for Kids
- Saturday Programs for Kids
- Movie matinees and evenings for families
- Library instruction and tours for school classes
- Teen Read Week
- Teen Spaces with seating, games, computers, and collections for young adults
- Teen Advisory Committees to help in collection and program development
- Summer Reading Program for kids, teens and adults every June-July.
- Winter Reading Program for kids and adults (every January)
- Annual Missouri Building Block Award program
- Special Programs for Adults (Adult Coloring, Knitting, Low impact Yoga, Tai Chi, and Pilates)
- Seasonal Programs, Displays & Exhibits
- Notary public service
- Automated Library System (Missouri Evergreen)
- Public computers with Internet access, Microsoft programs, and others.
- Reference Assistance
- Readers' Advisory
- Inter-library Loan of books to and from other libraries in the U.S.
- Photocopiers
- Fax Machines
- Meeting Rooms for public use (not available at all locations)

- Genealogy Collections at Perryville and Benton
- Die cut machines for public use
- First Search & WorldShare—gateway to catalog records held worldwide
- Voter registration
- Computer classes
- Exam proctoring
- Bibliographies
- Outreach programs to daycare centers and preschools in all three counties
- Outreach programs to public and private schools in all three counties

Highlights of 2020

Free Summer Lunch Program and Extended Free Meals Program For many children, the end of school means months of wondering whether or not they will have enough food to eat. Thanks to the thoughtfulness and support from the Riverside Regional Library Board of Trustees, the Riverside Regional Library provided a system wide Summer Lunch Program.

Facing increased food insecurity throughout our region due to COVID-19, the Library Board of Trustees decided to continue with the Free Lunch Program as long as the need existed.

2020 Grants Received

Summer Reading Grant \$9,637 -The Library conducted an eight-week Imagine Your Story themed summer program for all ages.

Technology Mini- Grant \$17,748 - Riverside Regional Library Network Improvement Project - This project enabled the library to upgrade 28 staff and public workstation computers from Windows 7/ Windows 8.1 Professional to Windows 10 Pro. To accomplish this, we replaced all 28 computers with new equipment that had the Windows 10 software on them. The mission of this project was to improve our overall customer service by providing staff with speedy, reliable and secure computers with up-to-date software

Wi-Fi Hotspots

15 Wi-Fi portable hotspots are now available to checkout by all library cardholders age 18 or older. These devices checkout for 7 days and can be placed on hold at any of our branch locations. The hotspots use Sprint's 4G network.

State Aid Received -- \$28,278.13 Cape County, \$ 9,485.50 Perry County and \$11,141.50 Scott County

State Aid Equalization – Scott County Library \$12,014.77

Major projects – Operation during COVID-19.

"The public library often functions as a community center - a free and shared space that provides crucial social infrastructure for the communities they serve."

During COVID-19, all Riverside Regional Library locations re-opened in some manner as soon as the statewide shutdown was lifted. While we worked under limited service plans, we were able to develop new services and resources while enhance existing ones to help address the pandemic restrictions placed on the library. These new plans, services and enhancements allows us to continue proudly serving our communities throughout the pandemic.

On or before the second Monday in March of each year, the librarian shall make a report to the board, stating the condition of the library and its services as of the thirty-first day of December of the preceding fiscal year. On or before the thirtieth day of April, the reports shall be submitted to the county governing body and to the Missouri state library by the board of trustees of the county library district. (RSMo 182.075.3)