

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



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

Riverside Regional Library
67th Annual Report
2021

December 31
2021

2/24/2022
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
2022

Sign Kathy Pucappa

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.

2021 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
- Keith Hoehn, 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 2021-2022

Kathy Panagos —President

Jack Baker—Vice President

Jackie Pender —Treasurer

County Library Boards 2021-2022

Cape Girardeau County

JoAnn Hahs—President

Martha Mangels—Vice President

Tom Gross—Treasurer

Kathy Panagos

Andrew Meyer

Perry County

Chris Hurst—President

Deborah Wideman —Vice President

June Ernst —Treasurer

Jackie Pender

Amanda Layton

Scott County

Gary Ziegler—President

Lana Arnzen— Vice President

Sherry Mitchem - Treasurer

Carrie Massey

Jack Baker

Riverside Regional Library Board Committees 2020-2021

Long-Range Planning Committee

Sherry Mitchem

Martha Mangels

Deborah Wideman

Personnel Committee

Jo Ann Hahs

June Ernst

Gary Ziegler

Policy & Bylaws Committee

Tom Gross

Amanda Layton

Budget & Finance Committee

Andy Meyer

Lana Arnzen

Tom Gross

Chris Hurst

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, 2021

1. Jeff Trinkle	Regional Library Director
2. Alea Belmas	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. Michael Lilly	Part-time Library Clerk, Jackson
12. Amber Tyler	Part-time Library Clerk, Jackson
13. Wendy Gracyus	Part-time Library Clerk, Jackson
14. Debbie Klaproth	Part-time Library Clerk, Jackson
15. Tammy Sides	Part-time Library Clerk, Jackson
16. Melissa Haymaker	Branch Manager, Perryville
17. Stacy Tucker	Assistant Branch Manager, Perryville
18. Julie Motley	Part-time Library Clerk,, Perryville
19. Velda Unterreiner	Part-time Library Clerk,, Perryville
20. Makayla Pecaut	Part-time Library Clerk, Perryville
21. Nancy Caldejon	Part-time Library Clerk, Perryville
22. Joyce Luten	Branch Manager, Scott City
23. Darlene Carre'	Part-time Library Clerk, Scott City
24. Tiffany Whitmore	Branch Manager, Oran
25. Jacob Heeb	Part-time Library Clerk, Oran & Benton
26. Tina Powers	Branch Manager, Benton

Substitutes:

Carla Grebing (Altenburg)
Megan Roth (Altenburg)
Stacy Wells (Benton)
Dolores Heisserer (Oran)
Debra Lynch (Oran/Benton)
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.

2021 Taxes

NOTICE OF PUBLIC HEARING

A public hearing will be held at 7:00 p.m., August 26, 2021, 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, 2022, shown to be required from the property tax. Each tax rate is determined by multiplying the amount of revenue required by the current assessed valuation.

The result is divided by 100 so the tax rate shall be expressed in cents per \$100 valuation.

Assessed Valuation (by County and Categories)	Current Tax Year 2021	Prior Tax Year 2020
Cape Girardeau County		
Real Estate	699,947,321	651,866,330
Personal Property	<u>230,526,839</u>	<u>208,243,195</u>
Total	860,583,358*	846,151,010*
Scott County		
Real Estate	236,862,007	229,595,829
Personal Property	<u>144,142,596</u>	<u>134,246,869</u>
Total	368,498,446*	356,036,283*
Perry County		
Real Estate	289,186,615	264,400,320
Personal Property	<u>114,534,580</u>	<u>104,228,629</u>
Total	390,432,854*	364,235,852*

The following tax rates are proposed:

Proposed tax rate (per \$100)

Tax revenue Cape Girardeau County	\$627,366	0.0729
Tax revenue Scott County	\$351,548	0.0954
Tax revenue Perry County	<u>\$343,887</u>	0.0881
Total	\$1,322,801	

NOTE: Voted tax rate is \$0.10 in each county (set in 1955).
There have been no tax increases in 66 years.

***Adjusted Current Year Assessed Valuation**

2021 Income & Expenses

Riverside Regional Library

Statement of Revenue, Expenditures and Changes in Net Assets

Reconciliation of Funds—Cash Basis

January 1, 2021 thru December 31, 2021

Source of Revenue:

Budgeted Revenues	\$1,665,881.85	
Non-Budget Revenues	16,832.60	
Total Revenue		\$ 1,682,714.45

Source of Expenditures:

Budget Expenditures	\$1,299,942.30	
	18,409.53	
Total Expenditures		<u>\$1,318,351.83</u>
Increase in Net Assets-Cash Basis Transaction		364,362.62
Principal Payments on Loan		39,011.61
Net Assets at Beginning of the Year		<u>1,912,490.55</u>
Net Assets December 31, 2019		<u><u>\$ 2,315,864.78</u></u>

Riverside Regional Library
Statement of Fund Balances—Cash Basis
ALL FUNDS ACCOUNTS

December 31, 2021

ASSETS

CURRENT ASSETS

Petty Cash	\$323.00
Montgomery Bank General Fund Account 0.07%	108,091.55
Montgomery Bank Cape Girardeau County Depository Account 0.07%	180,140.74
First Midwest Bank Scott County Depository Account 0.3%	449,000.44
The Bank of Missouri Perry County Depository Account 0.25%	416,561.13
The Bank of Missouri Money Market Vehicle Replacement 0.08%	18,114.04
Cape Girardeau County Unrestricted Funds 0.07%	119,937.28
Scott County Unrestricted Funds 0.07%	129,695.81
Perry County Unrestricted Funds 0.07%	183,752.58
Cape Girardeau County Building & Improvements .6% 15 Month CD	103,503.24
Cape Girardeau County Building & Improvements .15% 5 Month CD	98,224.36
Scott County Building & Improvements .15% 8 Month CD	55,899.28
Perry County Building & Improvements .3% 23 Month CD	56,887.73
Total Current Assets	<u>\$1,920,131.18</u>

Fixed Assets

Jackson Building	\$1,481,110.06
------------------	----------------

TOTAL ASSETS

\$3,401,241.24

LIABILITIES

Note Payable Montgomery Bank-Jackson Building	<u>\$1,085,376.46</u>
---	-----------------------

TOTAL LIABILITIES

\$1,085,376.46

EQUITY

\$2,315,864.78

TOTAL LIABILITIES AND EQUITY

\$3,401,241.24

Borrowers Summary 2021

Library Cardholders: Branch Comparison

Location	2020	2021	+/-	%
Jackson	20,991	21,656	665	3.17%
Perryville	10,387	10,701	314	3.02%
Altenburg	696	722	26	3.74%
Scott City	3,980	4,072	92	2.31%
Benton	2,164	2,199	35	1.62%
Oran	1,136	1,165	29	2.55%
TOTALS	39,354	40,515	1,161	2.95%

Library Cardholders: County Comparison

Location	2020	2021	+/-	%
Cape	20,991	21,656	665	3.17%
Perry	11,083	11,423	340	3.07%
Scott	7,280	7,436	156	2.14%
TOTALS	39,354	40,515	1,161	2.95%

Library Visits Summary 2021

Riverside Library Visits: Branch Comparison

Location	2020	2021	+/-	%
Jackson	75,591	81,076	5,485	7.26%
Perryville	30,291	25,161	-5,130	-16.94%
Altenburg	3,511	4,012	501	14.27%
Scott City	9,777	10,446	669	6.84%
Benton	5,712	5,507	-205	-3.59%
Oran	5,857	6,943	1,086	18.54%
TOTALS	130,739	133,145	2,406	1.84%

Riverside Library Visits: County Comparison

Location	2020	2021	+/-	%
Cape	75,591	81,076	5,485	7.26%
Perry	33,802	29,173	-4,629	-13.69%
Scott	21,346	22,896	1,550	7.26%
TOTALS	130,739	133,145	2,406	1.84%

Meeting Room Usage Summary 2021

Meeting Room Usage (non-library groups): Branch Comparison				
Location	2020	2021	+/-	%
Jackson	68	24	-44	-64.71%
Perryville	24	0	-24	-100.00%
Altenburg	1	0	-1	-100.00%
Scott City	18	0	-18	-100.00%
Benton	50	0	-50	-100.00%
Oran	1	0	-1	-100.00%
TOTALS	162	24	-138	-85.19%
Meeting Room Usage (non-library groups): County Comparison				
Location	2020	2021	+/-	%
Cape	68	24	24	-44
Perry	25	0	0	-25
Scott	69	0	0	-69
TOTALS	162	24	24	-138

Programs Summary 2021

Total Programs Comparison includes all Virtual Programs				
Audience	2020	2021	+/-	%
Preschooler	232	306	74	31.90%
Elementary	133	204	71	53.38%
Teen	66	124	58	87.88%
Adult	136	204	68	50.00%
Senior	62	116	54	87.10%
TOTALS	629	954	325	51.67%
Total Attendance Comparison includes all Virtual Programs				
Audience	2020	2021	+/-	%
Preschooler	21,409	23,248	1,839	8.59%
Elementary	9,858	10,271	413	4.19%
Teen	1,869	2,354	485	25.95%
Adult	3,762	4,156	394	10.47%
Senior	1,409	2,188	779	55.29%
TOTALS	38,307	42,217	3,910	10.21%

Public Computer Usage Summary 2021

Public Computer Usage: Branch Comparison				
Location	2020	2021	+/-	%
Jackson	2,208	2,876	668	30.25%
Perryville	2,102	1,952	-150	-7.14%
Altenburg	84	134	50	59.52%
Scott City	504	603	99	19.64%
Benton	402	546	144	35.82%
Oran	223	220	-3	-1.35%
TOTALS	5,523	6,331	808	14.63%

Public Computer Usage: Branch Comparison: County Comparison				
Location	2020	2021	+/-	%
Cape	2,208	2,876	668	30.25%
Perry	2,186	2,086	-100	-4.57%
Scott	1,129	1,369	240	21.26%
TOTALS	5,523	6,331	808	14.63%

Reference Transactions Summary 2021

Reference Transactions: Branch Comparison				
Location	2020	2021	+/-	%
Jackson	12,324	13,223	899	7.29%
Perryville	20,216	7,653	-12,563	-62.14%
Altenburg	89	195	106	119.10%
Scott City	1,528	2,337	809	52.95%
Benton	2,708	3,900	1,192	44.02%
Oran	570	996	426	74.74%
TOTALS	37,435	28,304	-9,131	-24.39%

Reference Transactions: County Comparison				
Location	2020	2021	+/-	%
Cape	12,324	13,223	899	7.29%
Perry	20,305	7,848	-12,457	-61.35%
Scott	4,806	7,233	2,427	50.50%
TOTALS	37,435	28,304	-9,131	-24.39%

Circulation Summary 2021

Circulation Transactions: Branch Comparison				
Location	2020	2021	+/-	%
Jackson	94,014	106,989	12,975	13.80%
Perryville	37,025	38,348	1,323	3.57%
Altenburg	4,604	4,638	34	0.74%
Scott City	12,062	13,238	1,176	9.75%
Benton	7,841	8,734	893	11.39%
Oran	5,835	6,597	762	13.06%
TOTALS	161,381	178,544	17,163	10.64%
Circulation Transactions: County Comparison				
Location	2020	2021	+/-	%
Cape	94,014	106,989	12,975	13.80%
Perry	41,629	42,986	1,357	3.26%
Scott	25,738	28,569	2,831	11.00%
Digital Collections	14,083	17,293	3,210	22.79%
TOTALS	175,464	195,837	20,373	11.61%

Inter-library Loans Summary 2021

Inter-library Loan	2020	2021	+/-	%
Borrowed From Other Libraries	14,911	17,016	2,105	14.12%
Lend To Other Libraries	19,997	22,296	2,299	11.50%
TOTALS	34,908	39,312	4,404	12.62%

Collections 2021

Collection Totals 2021	Jackson	Perryville	Altenburg	Scott City	Benton	Oran	TOTALS
Adult Fiction	23,988	10,675	4,798	7,311	7,429	3,221	57,422
Adult Nonfiction	14,062	6,853	2,034	4,894	2,475	731	31,049
YA Collection	2,405	2,101	711	1,451	1,118	679	8,465
Children's Fiction	12,477	10,511	5,843	5,818	5,393	2,756	42,798
Children's Nonfiction	4,879	2,101	1,397	1,439	1,490	613	11,919
Audios	3,380	1,043	389	720	487	263	6,282
DVD	7,166	4,271	1,395	2,570	2,199	1,915	19,516
Magazines/Newspapers	1,879	357	503	589	431	170	3,929
Bound Serial Volumes	121	0	0	0	0	0	121
TOTALS	70,357	37,912	17,070	24,792	21,022	10,348	181,501
Collection Activity 2021	Jackson	Perryville	Altenburg	Scott City	Benton	Oran	TOTALS
Items Added	6,590	1,444	803	1,077	977	786	11,677
Items Deleted	17,061	3,521	940	3,468	650	1,105	26,745

Services & Programs 2021

- Curbside Delivery
- Virtual Programs
- Music Streaming
- ZOOM Book discussion groups for adults
- 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 (25)
- 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 2021

Message from the Director - Over the last 12 months, Riverside Regional Library provided online, and in-person programs that continued to grow in their scope, expanded digital and physical titles collection, and improved technology to support all these changes.

Library Cardholders - Riverside Regional Library's current legal service area population is 85,846. In 2021 the library saw a 2.95% increase in library cardholders, bringing us to 40,415 active members or 47% of our total legal service area population.

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 Extended Lunch Program as long as the need existed.

2021 Grants Received

Summer Reading Grant \$8,500 -The Library conducted an eight-week Imagine Your Story themed summer program for all ages.

Wi-Fi Hotspots

25 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 -- \$20,062.50 Cape County, \$ 9,485.50 Perry County and \$11,141.50 Scott County

State Aid Equalization – Scott County Library \$15,139.63

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 the second year of COVID-19, all Riverside Regional Library locations remained open. While we worked under limited service plans, we increased services as the year progressed. During this period, we continued with new services and resources developed during the pandemic while enhancing existing ones to help address the pandemic restrictions on the library. These new plans, services, and enhancements allow us to continue proudly serving our communities.

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)