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Annual Report, 2005

Jefferson County Library District

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CLAIRE C. McCASKILL
Missouri State Auditor

May 19, 2006

Debby Byron, Assistant Director of Business & Finance
Jefferson County Library
5678 State Road PP
High Ridge, MO 63049

Fiscal Period: One Year Ended December 31, 2005 ✓

Dear Ms. Byron:

In accordance with Section 105.145, RSMo, we acknowledge receipt of the financial report of your political subdivision for the above-described fiscal period.

Thank you for your cooperation in sending this information.

Sincerely,

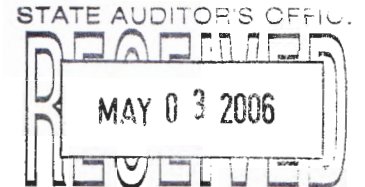
CLAIRE C. McCASKILL
STATE AUDITOR

A handwritten signature in cursive script that reads "Judy Buerky".

Judy Buerky
Local Government Analyst



www.jeffersoncountylibrary.org



CENTRAL SERVICES
5678 State Road PP
High Ridge, MO 63049
Phone: (636) 677-8689 ✓
Fax: (636) 677-1769
centralservices@jeffersoncountylibrary.org

ARNOLD BRANCH
1701 Missouri State Rd.
Arnold, MO 63010
Phone: (636) 296-2204
Fax: (636) 296-5975
fox@jeffersoncountylibrary.org

NORTHWEST BRANCH
5680 State Road PP
High Ridge, MO 63049
Phone: (636) 677-8186
Fax: (636) 677-8243
northwest@jeffersoncountylibrary.org

WINDSOR BRANCH
7479 Metropolitan Blvd.
Barnhart, MO 63012
Phone: (636) 461-1914
Fax: (636) 461-1915
windsor@jeffersoncountylibrary.org

May 1, 2006

Claire C. McCaskill
Missouri State Auditor
P.O. Box 869
Jefferson City, MO 65102

Dear Ms. McCaskill:

Enclosed, please find audited financial statements of the Jefferson County Library District of Missouri for the Fiscal Year ended December 31, 2005. These audited financial statements include financial information for both the Northwest Subdistrict and the Fox-Windsor Subdistrict of the Jefferson County Library District and are sent to you in compliance with Section 105.145, RSMo.

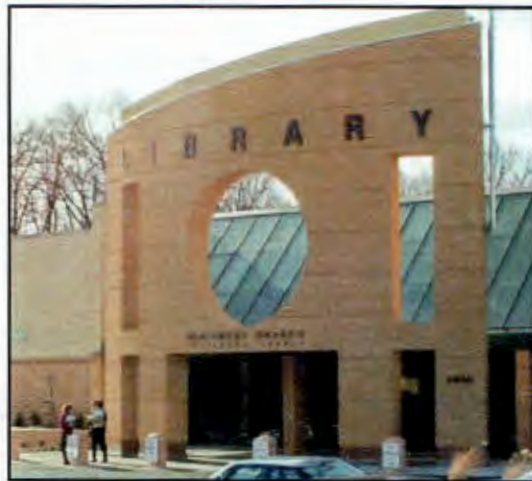
Please let me know if I can be of further assistance. Please note that our administrative offices have moved to: 5678 State Road PP, High Ridge, MO 63049. Have a wonderful year! ✓

Sincerely,

Debby Byron
Assistant Director of Business & Finance

JEFFERSON COUNTY LIBRARY

Annual Report 2005



Message from the President of the Board of Trustees

The year 2005 has been an exciting time of change for the Jefferson County Library District. This year we completed the construction of two new libraries, just months apart. The Arnold Branch Library opened in May. The Northwest Branch Library and the new Central Services Offices opened in October. This was a momentous occasion for Jefferson County. We have leased some space to Jefferson College for a satellite classroom facility.

Two new trustees were appointed by the Jefferson County Commissioners to the Jefferson County Library Board of Trustees: Paula House of Barnhart and Sharon Reineri of Cedar Hill. Mark Powell of Arnold resigned from the Board at the end of October. We are waiting for his replacement to be named. Mark Powell will be sorely missed. We wish him the best of luck on future endeavors.

Circulation of library materials increased 9.1% in 2005 to 663,072 items. Patron visits to all three branches totaled 467,744 for the year. Of our service population, 59% hold library cards, with 8,774 new cards issued in 2005. Reference questions answered also increased to 44,759. During 2005, JCL patrons logged 46,971 computer sessions. We added 20,138 items to the JCL collection, for a total of 187,005 books and materials available to our patrons.

Library sponsored programs increased due to the additional program space in our new facilities. We held 658

library programs and activities, attended by 14,734 people. We were particularly pleased by the 44% increase in children and teens participating in the Summer Reading Program, for a total of 726 participants. Our meeting rooms also were used for 303 programs sponsored by other community groups, with an attendance of 3,113 people.

During 2005 Jefferson County Library received \$42,996 in Library Services and Technology Act (LSTA) grants through the Missouri State Library, to pay for computer training labs at the Windsor and Northwest Branches and for a program series entitled, "*The Price of Progress*" scheduled for the spring of 2006.

It has been my honor to have been President during such a turning point in the development of the Jefferson County Libraries. I want to thank the Friends of the Library and other community volunteers who donated 1,720.5 hours of service to the library during 2005. The Board of Trustees and the Friends join me in thanking our wonderful and dedicated library staff, who worked so hard and so long to make the transitions to the new buildings such a success. The Trustees, Friends, and Staff would all like to THANK YOU, the voters and taxpayers, for your support and for using the Jefferson County Library in 2005.

Retta (Susan) Tuggle

Board of Trustees

Retta Tuggle, President Phil Amato, Vice-President Sharon Reineri, Treasurer
Paula House, Secretary

Library Branches

<p>Arnold Branch 1701 Missouri State Rd. Arnold, MO 63010 Elizabeth Link, Branch Manager (636) 296-2204</p>	<p>Northwest Branch 5680 State Road PP High Ridge, MO 63049 Cindy Hayes, Branch Manager (636) 677-8186</p>
<p>Windsor Branch 7479 Metropolitan Blvd. Barnhart, MO 63012 Karen Duree, Assistant Director (636) 461-1914</p>	<p>Central Services 5678 State Road PP High Ridge, MO 63049 Pamela Klipsch, Director (636) 677-8689</p>

Grand Openings



The Jefferson County Library held a grand opening for its new Northwest Branch on October 30, 2005. The former grocery store building was transformed into a beautiful library with a genealogy area, a computer lab, two meeting rooms, study carrels, a coffee shop and a Friends shop. Central Services for JCL is also located in the Northwest facility, and Jefferson College is leasing space in the building for classrooms.



The new Arnold Branch was dedicated on May 1, 2005. The attractive new branch has a spacious children's area, a separate area for teens, a meeting room, and a computer lab. A coffee bar is planned in the future. Contributions from the community include \$25,000 from the Arnold Jaycees to equip the meeting room and other areas.



Programs

Jefferson County Library hosted a variety of adult programs in 2005. These programs included expanded computer instruction as a result of the new computer training labs at Arnold and Northwest, author visits, book discussions, genealogy workshops, movie days, informational speakers, and much more. A total of 2,006 adults attended 203 programs throughout the year.



Friends in Harmony



Mother Goose

Children's programming at the Jefferson County Library included regular story hours, special programs throughout the year, tours by classes as well as others, classroom visits, and the Summer Reading Program. Among the programming offerings were visits by fictional characters, craft times and guest performers. Participation in the Summer Reading Program increased by 44% in 2005. A total of 726 children and young adults participated in the Summer Reading Program by reading 19,500 books.



Weasleys Whizzarding Weases



Funny Bunny

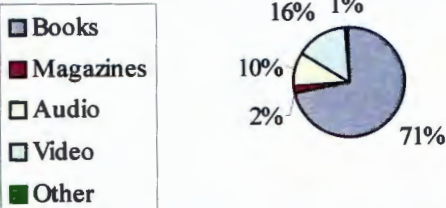
Programs and Outreach / (#Attendees)

	Arnold	Northwest	Windsor	Total
Tours	11 / 426	19 / 831	15 / 358	45 / 1,615
Story Hours	116 / 2,671	111 / 2,216	68 / 1,608	295 / 6,495
Class Visits	81 / 2,628	21 / 2,155	20 / 1,336	122 / 6,119
Youth Programs	69 / 1,350	80 / 2,547	62 / 2,573	211 / 6,470
Adult Programs	70 / 528	59 / 728	74 / 750	203 / 2,006

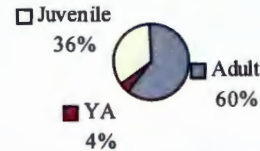
Circulation

	2004	2005	% Change	2005 Per Capita
Arnold	172,996	229,864	+32.9%	FW—— 5.6
Northwest	220,073	219,771	-0.1%	NH—— 5.2
Windsor	199,520	193,401	-3.1%	JCL—— 5.5
Web Server	14,923	20,036	+34.4%	
TOTAL	607,512	663,072	+9.1%	

Circulation by Type of Material



Adult/Young Adult/Juvenile Material Circulation



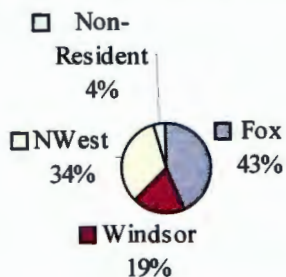
Patrons

% of Population That Are Registered Users

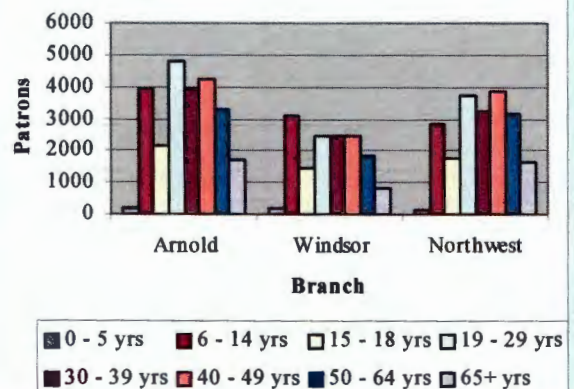
Subdistrict	Card Holders	% of Population
Fox-Windsor	46,402	60%
Northwest	25,219	58%
TOTAL	71,621	59%

- 467,744 patrons visited JCL branches.
- 8,774 new library cards were issued.
- 169 voters were registered.

Residency of Patrons by School District



Active Patrons by Age

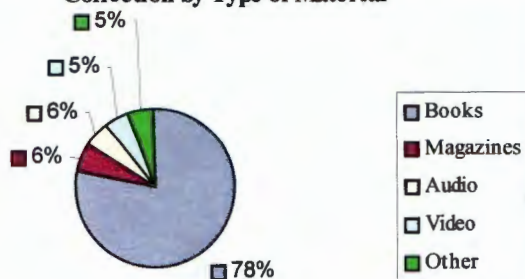


Collection

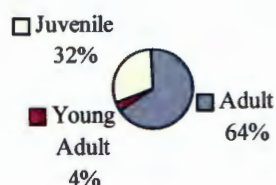
Collection as of 12/31/05

	Arnold	Northwest	Windsor	Totals
Books/Materials	55,534	67,588	63,883	187,005
Magazines titles				283

Collection by Type of Material



Adult/Young Adult/Juvenile Collections



Other Stats

Reference Questions

	2004	2005
Arnold	5,911	10,649
Northwest	17,616	18,805
Windsor	19,296	15,305
JCL	42,823	44,759

2005 Public Access Computer Usage

	Adults	Juveniles
Arnold	14,504	2,947
Northwest	13,545	2,473
Windsor	10,453	2,959
JCL	38,502	8,379

2005 Intra-Branch Loans/Interlibrary Loans

JCL Branches Borrowed From		JCL Loaned to	
Other JCL Branches	25,533	Other Libraries	1,324
Other Libraries	1,885		

More Stats

Holds Placed in 2005

Arnold	Northwest	Windsor	Total
14,252	12,935	14,018	41,205

Friends and Volunteers

The Friends groups at all three JCL branches provided invaluable support. They purchased library materials, incentives, and promotional materials and sponsored many programs. The Arnold and Northwest Friends both assisted with the grand opening of their new branches in 2005. The Northwest Friends established a book store in the new Northwest facility; the Arnold Friends renewed their efforts with the opening of the new Arnold Branch; and the Windsor Friends continued their excellent job.



A Few of the Friends of the Windsor Branch



Friends of the Northwest Branch

Dedicated volunteers help the library reach its fullest potential by providing valuable assistance to the staff.

Volunteer Hours		
	Friends	Others
Arnold	18	129
Northwest	810 hours	117 hours
Windsor	107 hours	540 hours



Friends of the Arnold Branch

Financial Statements



STATEMENT OF REVENUES AND EXPENDITURES			
BUDGET TO ACTUAL - CASH BASIS			
FOR THE YEAR ENDED DECEMBER 31, 2005			
	BUDGET	ACTUAL	VARIANCE
REVENUES COLLECTED:			
Taxes	\$ 2,554,243.00	\$ 3,610,740.55	\$ (1,056,497.55)
Grants	39,000.00	35,714.00	3,286.00
Donations-Unrestricted	9,800.00	25,161.83	(15,361.83)
Interest	75,900.00	83,976.98	(8,076.98)
Fines and Other	95,025.00	105,442.24	(10,417.24)
TOTAL REVENUES COLLECTED	2,773,968.00	3,861,035.60	(1,087,067.60)
EXPENDITURES PAID:			
Salaries & Fringe Benefits	1,552,050.00	1,431,764.68	120,285.32
Books and Materials	380,580.00	320,225.15	60,354.85
Supplies	117,560.00	95,970.66	21,589.34
Publications	10,100.00	9,044.88	1,055.12
Maintenance	157,850.00	119,637.14	38,212.86
Administrative	86,150.00	62,936.83	23,213.17
Utilities	121,300.00	107,462.46	13,837.54
Professional Services	68,350.00	58,989.66	9,360.34
Staff/Board	26,500.00	18,441.60	8,058.40
Capital Outlay (Other Than Real Estate)	146,215.00	123,958.49	22,256.51
TOTAL EXPENDITURES	2,666,655.00	2,348,431.55	318,223.45
REVENUES COLLECTED OVER			
EXPENDITURES PAID	107,313.00	1,512,604.05	(1,405,291.05)
OTHER FINANCING SOURCES:			
Capital Projects Financing-Int Restricted	33,000.00	50,999.43	(17,999.43)
Sale of Land to City of Arnold	97,500.00	100,300.00	(2,800.00)
Capital Lease	-	-	-
TOTAL OTHER FINANCING SOURCES	130,500.00	151,299.43	(20,799.43)
OTHER FINANCING USES			
Principal Retirement	(155,000.00)	(155,000.00)	-
Fiscal Charges	(333,290.00)	(333,285.42)	(4.58)
Refunding & Investment Expenses	-	-	-
Purchase of Asset-Land/Building	-	-	-
Construction Project	(4,541,470.00)	(4,049,545.21)	(491,924.79)
TOTAL OTHER FINANCING USES	(5,029,760.00)	(4,537,830.63)	(491,929.37)
REVENUES COLLECTED AND OTHER SOURCES			
OVER/(UNDER) EXPENDITURES PAID AND OTHER USES	\$ (4,791,947.00)	\$ (2,873,927.15)	\$ (1,918,019.85)

BALANCE SHEET- CASH BASIS	
GOVERNMENTAL FUNDS	
December 31, 2005	
ASSETS:	
Cash (On Hand and In Banks)	\$ 2,898,950.24
Cash (In Banks) Restricted	1,237,063.19
Investments	489,621.08
Other Assets	1,671.20
TOTAL ASSETS	4,627,305.71
LIABILITIES AND FUND EQUITY:	
LIABILITIES:	
Accrued Short-Term Liabilities	(624.56)
TOTAL LIABILITIES	(624.56)
FUND EQUITY	
Fund Balance:	
Reserved for Lease Obligations	1,237,063.19
Unreserved-Undesignated	3,390,867.08
TOTAL FUND BALANCES	4,627,930.27
TOTAL LIABILITIES AND FUND EQUITY	4,627,305.71

