



# June Reports

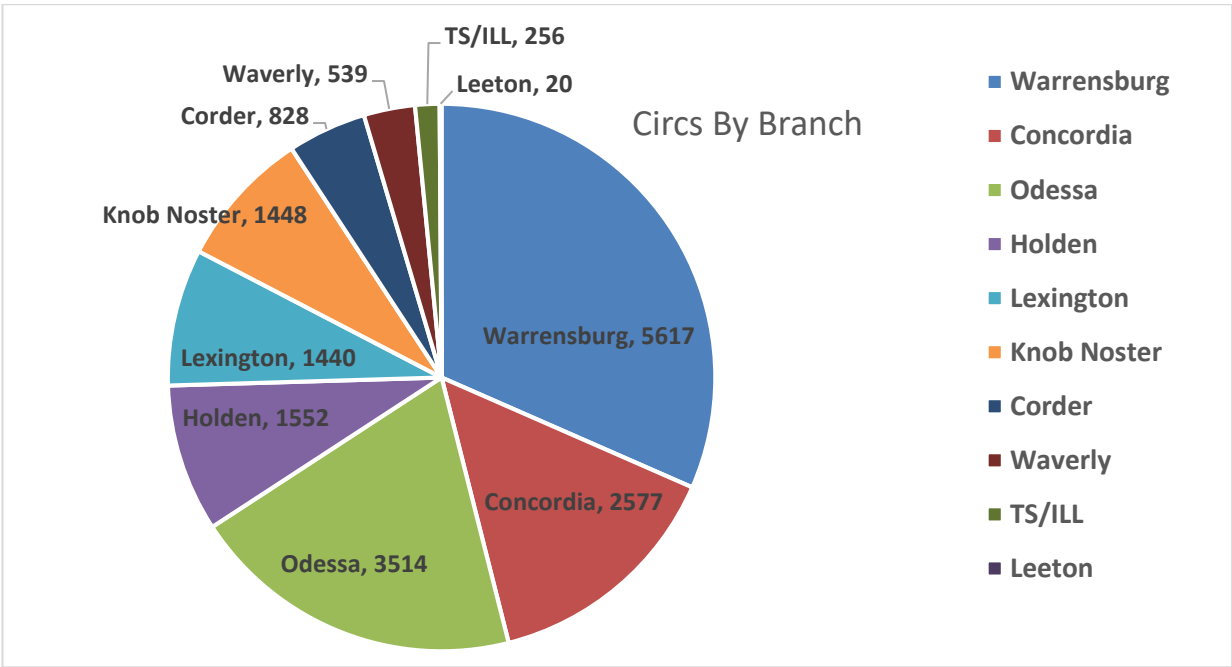
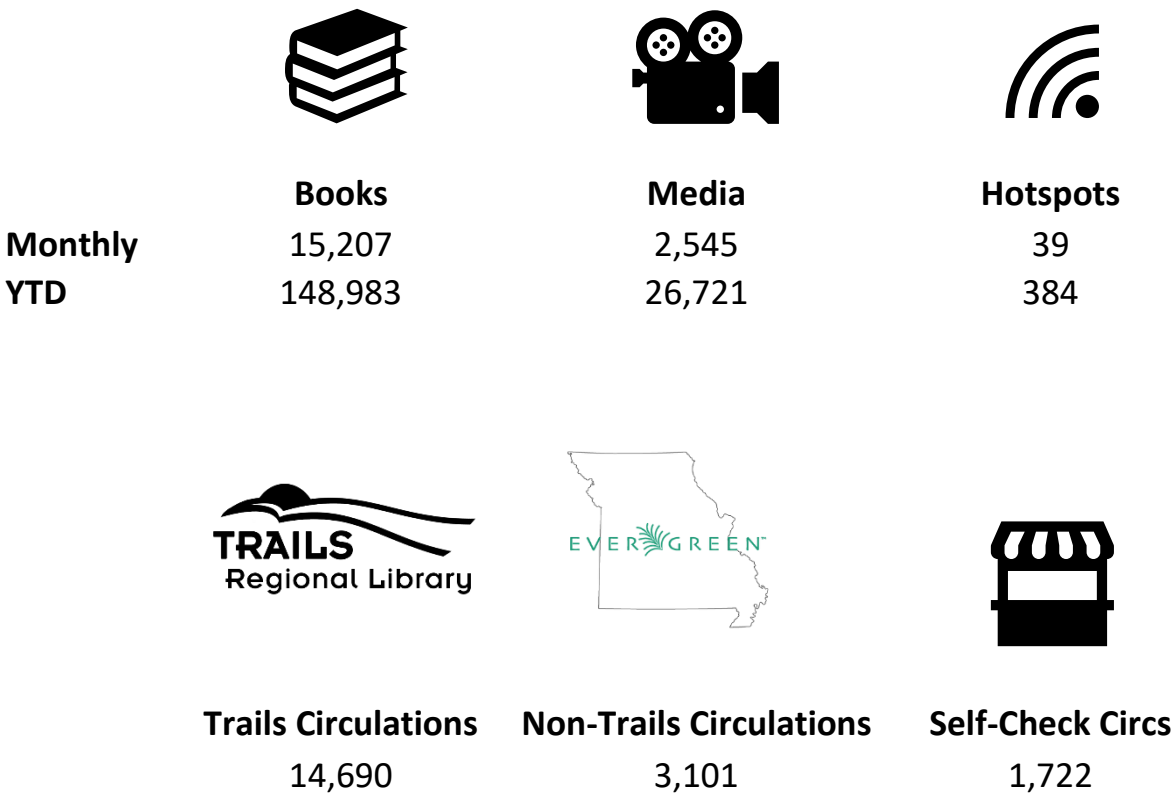
Presented to the Board July 2025

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Circulation, Physical Materials

June Circulations



Circulation, Digital Materials



	eBooks	eAudio	Video	Music
Month	511	1,856	174	36
YTD	6,038	18,920	2,460	412

What is it?

Cost-per-circ, no wait times, smaller collection, max 10 check-outs per month



	eBooks	eAudio	Magazines
Month	1,735	1,617	511
YTD	22,333	18,573	4,379

What is it?

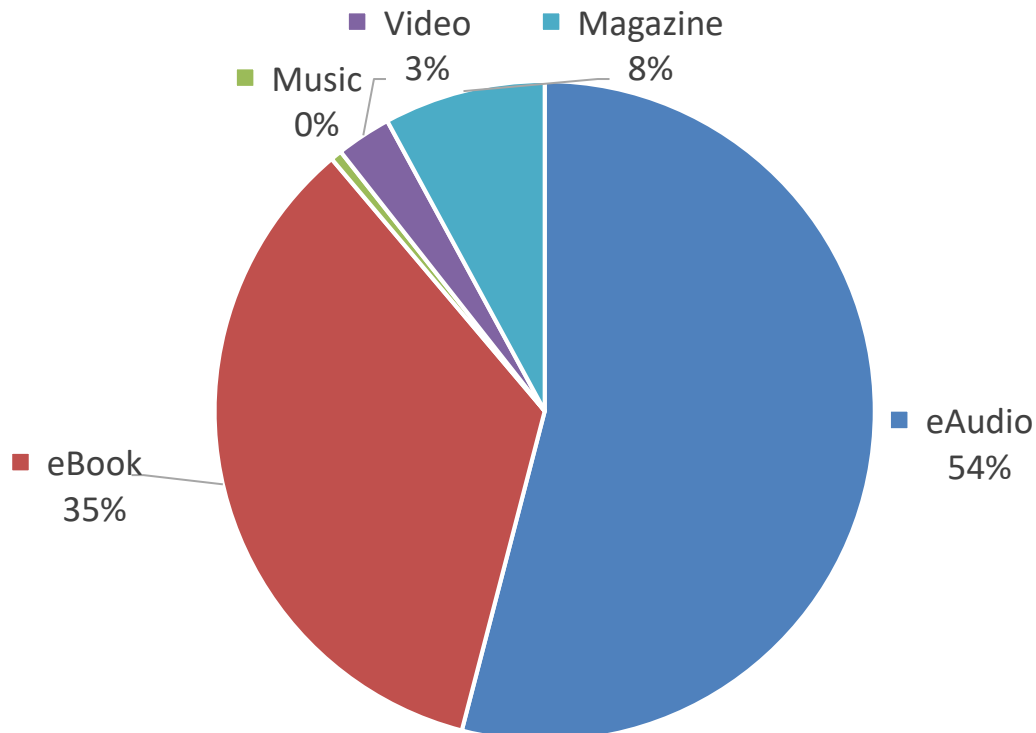
Consortium funding, more \$ per title, Kindle-compatible



	eAudio
Month	16
YTD	175

What is it?

Annual subscription, no wait, no renewals, no limit, small collection



Usage, Computer & WiFi Internet Access

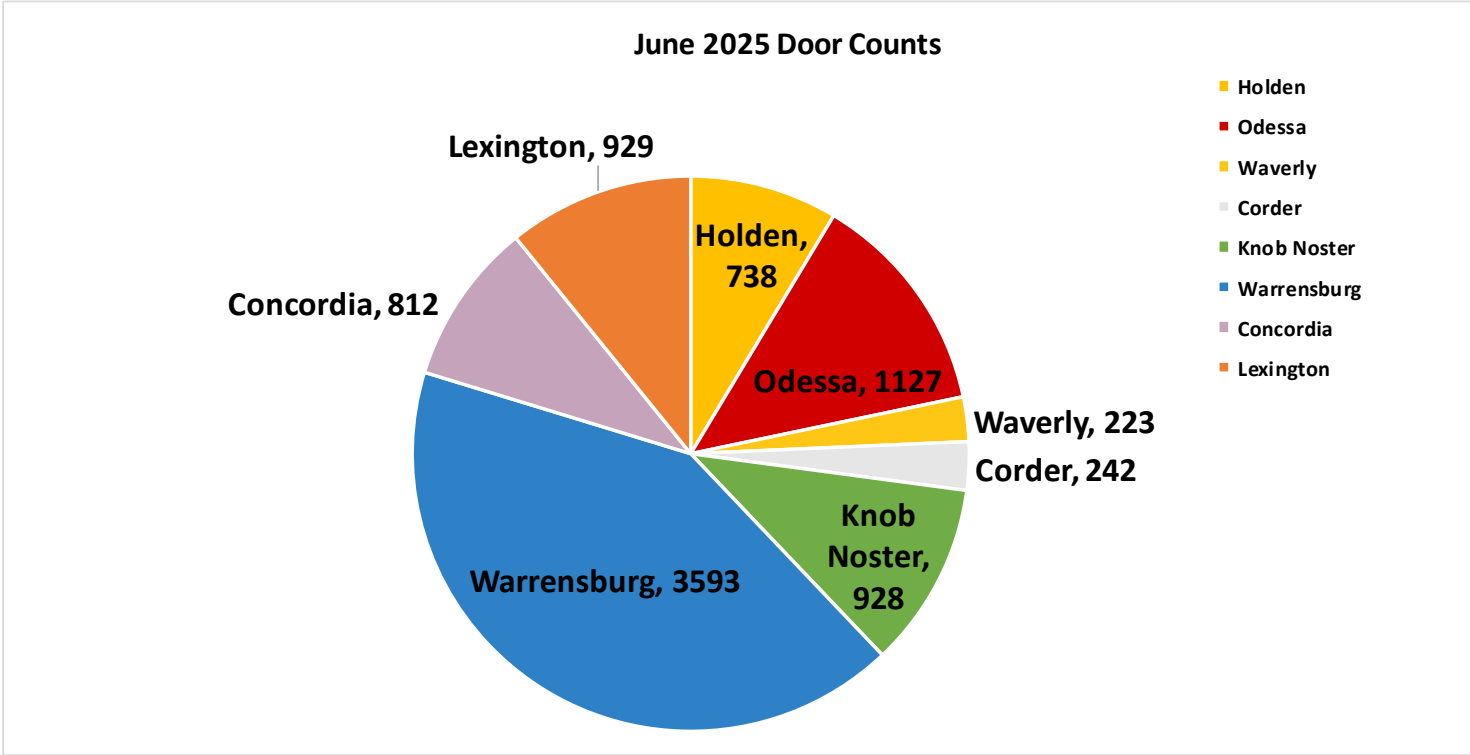
Computers:

District: Current Month	
June	Total
2025	1,043
2024	1,192
2023	1,304
2022	1,012
2021	799
District: Year to Date	
FY 2025	13,618
FY 2024	13,667
FY 2023	13,734
FY 2022	10,737
FY 2021	3,300

WiFi:

District: Current Month	
June	Total
2025	1,254
2024	977
2023	1,291
2022	-
2021	-
District: Year to Date	
FY 2025	17,022
FY 2024	13,747
FY 2023	15,474
FY 2022	0
FY 2021	0

Usage, Door Counters:



Collections

June FY25

**144,298**

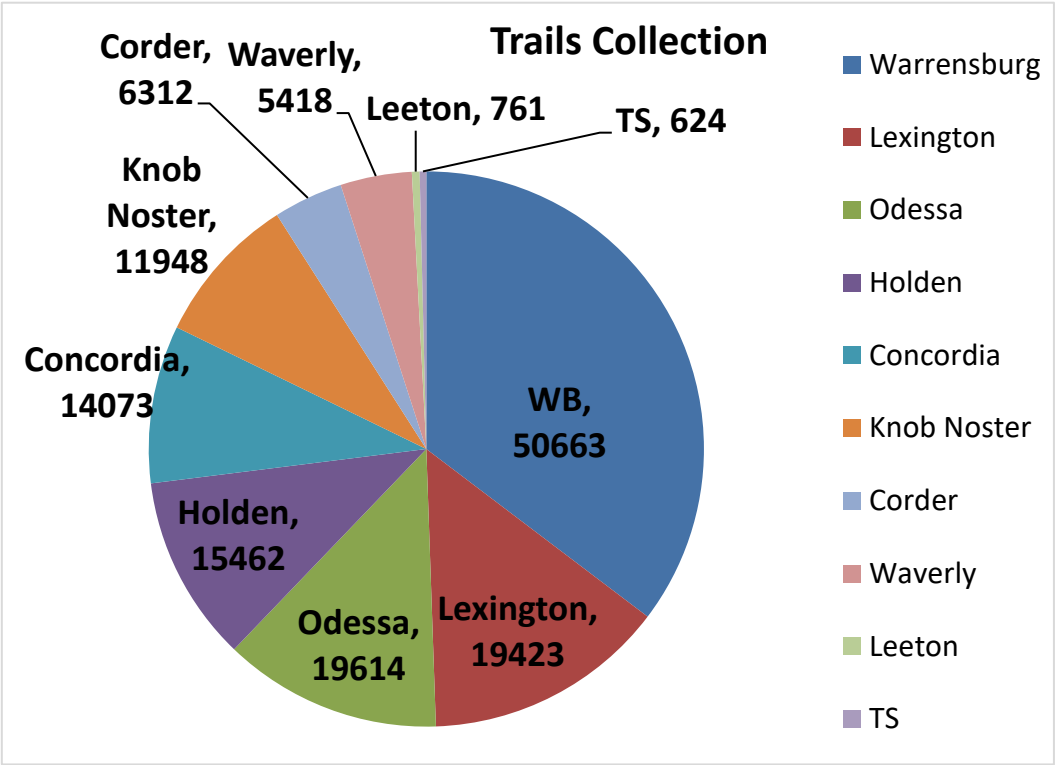
Total Collection

**408**

Added

**80**

Removed



## Director's Report

### **Director: Jackie Hawes:**

I was able to kick off June with a trip to Branson for MPLD meetings & trainings, and I was able to stay the weekend and get some relaxation in as well. On June 11<sup>th</sup>, I attended the Lafayette County Commission when they appointed Rhonda Beerman as our new Board of Trustees member. On June 18<sup>th</sup>, I had a quarterly branch visit at the Odessa Branch, and I was able to meet with the TRL Foundation Treasurer to work out who would do the treasurer's duties outlined in their bylaws. On June 24<sup>th</sup>, Susan and I met with Adam Easterwood, Superintendent of School, Leeton R-X. We had a great discussion, and he will attend the July meeting to participate in the discussion on the Leeton Express Branch. On June 27<sup>th</sup>, I had a lunch meeting with Robin Westphal, Director of Daniel Boone Regional Library, and DBRL gave TRL 200 steel bookends. This wonderful donation will save TRL quite a bit of money since we won't have to purchase new ones, and will make 3 branch managers very happy! In addition, I worked on finishing the Preliminary Budget in time for the June Board meeting, and I worked on end of FY tasks since we'll have our audit in the near future.

### **Assistant Director: Susan Kromrie**

I keep trying to put the brakes on the year, but it doesn't seem to be working. At the beginning of June, Jennie Parks and I did interviews for Corder's part-time position and were able to select Kadence Quick for the job. In July, I will be interviewing for the programming position in Holden.

The administration staff have been attending presentations for new Human Resources software – it is interesting to see all the things that are possible, some with lower prices than we are now paying. I was especially intrigued by the integration within application process, where we could leave notes on applicants and also by a lot of things we are now doing on paper can be done within the new software.

As part of my training, I handled the agenda, supporting documents and reports for the June board packets. Jackie was at the board meeting to back me up, but she let me take the lead. She will be gone for the July meeting, so I will need to represent the library for that.

Jackie and I found out that our presentation proposal, "Rising Above Toxicity: Overcoming workplace trauma and rebuilding trust," was accepted at both the Association of Rural and Small Libraries (as a virtual session) and the Missouri Library Association conferences. So now I need to get the presentation together!

The personnel policies have returned from the lawyer and did not need any modifications, so they are ready to go to the Policy Committee for review. I am now starting in on the administration policies. There are not as many as with the personnel section and it should go smoother since I have the procedure down.

The rest of the month was filled with meetings and trainings. I am learning to put together projects and portfolios in our new Asana software and will be working to put our 2026 strategic plan into Asana.

### Department Reports:

#### **Human Resources: Tessa Moulton**

Have you ever had a day where you know you were busy but you don't really feel like you got anything done? That was June for me! I know I was busy the whole month, and I am sure I accomplished things, but I feel like the month is a blur. Here are the highlights to the month from the HR department.

June started with orientation on the second with Corey Todd. They are the new Library Clerk I for Warrensburg. Corey started with the Kick-off to Summer Reading! The second week of June also had an orientation with Kadence Quick. She is the new 19-hour Library Clerk II for Corder. I know both branches are happy to have their open positions filled, especially with all of the SRP activities going on.

There have been two programs that admin was able to sneak a peek at during June. Music by Skippy was June 16 in Warrensburg. He had so much energy and was extremely versatile with his audience. Ozark Jubilee was on June 27 with Kitty Ledbetter. She had a great historical presentation on the 1955-1960 television show The Ozark Jubilee. Both were wonderful experiences that everyone could have enjoyed. I can't wait to see what else is in store for the patrons!

June has seen one resignation. Kelli Fountain, the Holden Branch Library Clerk II has resigned from her position. Her last day will be July 8. We have updated the job description and posted the job ad. We are planning to have interviews set as soon as possible. This is a tough time to have an opening in the branches, so I am sure the other employees will be happy to help out when they are available.

Lastly, we are finished with Fiscal Year 2025, so Karen and I are trying to get everything ready for the annual audit. Karen has been working on contacting people about outstanding checks. I will have more on audit preparations in July and August, but we have already begun the prep work.

#### **Support Services: Roger Dumas**

Support Services consists of IT, Facilities, Courier, and a Custodian here at Trails Regional Library. Our purpose is to support the staff in being able to carry out their jobs and duties in a timely and efficient manner. The following is a look at some of the projects and needs this team has assisted with during the month of June 2025. Support Services fielded 282 calls during the month.

- Warrensburg Concreate Work: Work has started and proceeds on the front steps and back walkways. At the start of July, the crew has already removed the front steps and placed with them new ones. In addition, they have also removed the awkward dirt area to the south of the stairs and put in a retaining wall and set up the area so we can place a bench or something else in the future. They have also put in a new banister around the area to keep patrons safe from possibly falling off the new area. While

## Statistical Reports

doing this work we also had them fix the hole that was starting to develop in the middle of the drive area into the parking lot.

They have also started work on the back-walk ways for the building, but have not finished that work as of the writing of this report. They were able to reroute the walkway around the trees between the Annex and the WB building back area in such a way that we do not have to remove the two trees we thought we might need to take down, which was a welcome development for sure. They have removed the back steps to the building and replaced them with the frame work to put in a ramp for getting in and out of the back entrance. They should start pouring the concrete for the steps as well as laying out and start pouring the walk ways themselves as well. It is my opinion that they will be done with the project by the time the board meets this month.

- Computer replacment: We have received our 20 computers that we are using to replace the oldest computers in the district. Luke has set up the new machines that will replace the older computers and has about 60% of them already installed.
- Loss of internet at Warrensburg location: Near the end of June we unfortunately had a loss of internet for a day and a half at the Warrensburg Location. Within 40 minutes of losing our connection I had already verified with Morenet that the issue was from our IP provider - Socket. Working with Socket we were able to identify that the issue with the fiber was coming from over 2,600 feet away from the building, and the Socket techs felt the issue was a cut fiber line due to the construction work taking place on the Warrensburg Water line replacement project. They had the issue located and fixed by noon the next day. This outage did cause an issue with all branches being able to access internet due to the way our network is setup and works.
- Holden Back room project: I am happy to report that we finished the Holden Back room project this last month. We were able to strip and reseal the concrete floor in the back of the branch. We also removed the old cabinet and sink in the employee area there and replaced them with additional cabinet storage and a bigger sink for them to use.

## **Technical Services: Anita Love**

June is always a month of finishing projects and tying up loose ends for the end of the fiscal year. The cataloging of new materials is caught up, mends are caught up, cleaning up MARC records that are causing problems are caught up, weeding materials are caught up. Getting tasks done and ready for year-end reports that start in July is on tract.

Michael Brown, TS Clerk II, is on the verge of completing his advanced cataloging certification through Missouri Evergreen. Alicia Shepherd, Librarian I, has been his mentor as he has gone through the training. Great job Michael and thank you Alicia for your guidance.

Our next step will be to have Emily Luebrecht, TS Clerk I, to begin studying for her basic cataloging certification.



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Alicia Shepherd has also been working hard selecting new materials to begin ordering in July. She has been focusing on the adult level genres, YAs and juvenile titles.

Regina Lamont, Circulation Coordinator, has spent several weeks tracking down items that are “stuck” in-transit. For each item on the report, she reaches out to the last library district or branch that had it, calls them asking them to look for it, if they don’t have it, she reaches out to the library district or branch that the item was going to and asks them to look for it. If the item is not found in either location then she reaches out to the courier company to see if they can find the item. It is a tedious task but one that is very much needed to keep things moving along.

I have been working on new orders, mends, renewals for the new fiscal year and working on the written procedures for the Technical Services Department. I am writing step-by-step “how-to” with diagrams, examples and links in the document. This too is a very tedious task.

### **Public Services: Catie McLaughlin**

Once again, we had a busy month with the start of Summer Reading 2025. Branches are in full swing as we close out the month of June. According to SRP reports, we have had a great first month to SRP. District sign up numbers for the week ending June 28<sup>th</sup> are Early Literacy (0-5) 317, Children (6-12) 553, Teen (13-18) 109 and Adult (19+) 476 for a total of 1,455. We are only a couple of hundred short of our final registrations from last year. Warrensburg kept us busy as we helped at their kick-off event on June 2. We had a busy week with Skippy the Human Drum Machine. We had a great time across the district learning about rhythm, melody, harmony, and dynamics, learning to make beatboxing sounds and putting it all together to make some amazing music and ended the events with a dance party!

We continue to keep Facebook full of photos and posts about the great events and resources that the library has to offer to our patrons and communities. We are busy working on reports, plans and procedures as we close out the fiscal year. We are taking a deep breath and getting ready to wind up SRP next month with a visit from What iF Puppets the last week of July. Don’t forget to participate in Summer Reading, it is open to EVERYONE!

## Branch Reports:

### **Concordia: Debbie Kirchhoff**

Type of program	Name of Program	Age group	Number attending/ using
Program	Music by Skippy	All ages	40
Program	Turtles of Missouri	All ages	82
Program	Bubbly Storytime (4)	0-5	116
Program	STEAM Storytime (3)	0-5	23
Program	STEM+Art (4)	6-12	87
Program	Cartoons & Pancakes	All ages	18
Program	Book Club	18+	9
Take & Make	PingPong Ball Painting	6-12	7

## Statistical Reports

Passive	Coloring Pages	6-12	255
Passive	Mona Lisa Selfie	All ages	54
Passive	Crayon Scavenger Hunt	6-12	53
Passive	Sticker Poster	6-12	127
Passive	Summer Coloring Poster	6-12	34
Passive	Popsicle Stick Art	13-17	9

**Outreach activities completed:** Flyers shared to community Facebook groups, events posted in the local newspaper

**New cards issued:** 42

**Meeting room usage:** 5

**Reference Questions:** 318

**Other Questions:** 72

**Highlight:** We are having a great summer. There is a lot of excitement about summer reading this year. The highlight of programming has been the high interest in the science activities we have incorporated into storytimes. We have done experiments with elephant toothpaste, color-swirling milk, a homemade lava lamp and Skittles rainbows.

### **Corder: Jennie Parks**

<b>Type of program</b>	<b>Name of Program</b>	<b>Age group</b>	<b>Number attending/ using</b>
Program	Storytime (x4)	0-5	80
Program	Monday Melodies (x5)	0-5	51
Program	Book Club	18+	4
Program	Yoga Fridays (x4)	18+	6
Program	S.T.E.A.M. Team (x4)	6-12	4
Program	Books Chat and Crafts	6-12	4
Program	Teen Crafternoon (x2)	13-18	6
Program	Move to the Beat	19+	9
Program	Skippy	All Ages	13
Passive	Coloring Sheets	All Ages	5
Passive	Take & Makes	All Ages	35
Passive	Hidden Mascot	All Ages	14

**Outreach activities completed:** 0

**New cards issued:** 12

**Meeting room usage:** 1

**Reference Questions:** 71

**Other Questions:** 66

**Highlight:** We were able to fill the programmer position! Kadence is fitting in very well.

**Staff cheer:**

## Statistical Reports

- We are half way through SRP and having a blast!
- Thank you to the other branches for helping out while we were in the process of hiring.

**Upcoming Outreach:** None

**Holden: Teresa Opoien**

Type of program	Name of Program	Age group	Number attending/ using
Passive	Coloring sheets	0-5	32
	Coloring Sheets	Adult 19+	23
	Adult trivia questions	18+	10
	Games set out	6-12	8
	Games set out	13-17	4
	Learning Worksheet	0-5	28
	Tech Tuesday	All ages	8
Program	Family Movie Matinee	All ages	0
Passive			
	Word search	19+	12
	Questions of the day	All ages	138
Program	Music by Skippy	All ages	13
	4th July Wooden Star	Adult 19+	11
	4 <sup>th</sup> July wooden star	13+18	4
	Knob Park Reptiles	All ages	45
	Mammal Mania	All ages	19
	Science Stem	All ages	11
	Storytime x2	0-5	39
	Super Saturday	All ages	4

**Outreach activities:** 0

**New cards issued:** 10

**Meeting room usage:** 10

**Reference Questions:**632

**Other Questions:** 383

**Highlight:** Seeing the Rad Reptiles from Knob Noster State Park. KNSP has been in HD twice for programs

**Upcoming Outreach:**

**Knob Noster: Lauren Sweeney**

Type of program	Name of Program	Age group	Number attending/ using
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## Statistical Reports

Program	Storytime x4	0-5	91
	Storytime Goes Wild	0-5	7
	Book Club	19+	7
	Monday Matinee	All Ages	7
	Rock Your Garden	19+	6
	Perler Bead Bling	6-12	4
	Stuffed Animal Sleepover Storytime	0-5	8
	Pom Pom Pals	6-12	4
	Family Craftivity	6-12	8
	Crafternoon: DIY Crayons	6-12	8
	Music by Skippy	All ages	29
Passive	Demco Stick Together poster	All ages	83
	Pin the Paint	0-5	3
	Famous Libraries Guessing Game	All Ages	8
	Word of the Week	6-12	8
	Readers' Advisory Jars	All Ages	10
	Coloring Page	0-5	17
	Toys and Puzzles	0-5	93
Take and Make	Pom Pom Poppers	All ages	9
	Foam Sunglasses	All ages	8
	Watering Can	All ages	11
	Reading: Do Not Disturb sign	All ages	5
	Peas in a Pod	All ages	12
	Ninja	All ages	5
	Lemonade Stand	All ages	17

**Outreach activities completed:** Knob Noster Elementary School and Knob Noster Middle School came for summer school walking field trips. We were able to share information about our upcoming programs and the Summer Reading Program. We were visited by kindergarten, first grade, second grade, sixth grade, seventh grade, and eighth grade with over 300 students total. We prepared many different games, crafts, and STEAM related stations to keep them entertained. We are very grateful to their wonderful chaperones for all of their help.

Kim Brand went to the local Head Start on two separate occasions and held Storytime.

Kim Brand and Lauren Sweeney set up a booth at the Knob Noster Open Air Market on 6/21. We had a prize wheel to give out some of our Trails swag and promotional materials.

**New cards issued:** 73

**Meeting room usage:** 20

**Reference Questions:** 153

**Other Questions:** 450

**Highlight:** It has been so nice having a full team with two people programming. We love getting to see the programs we planned come to fruition. Skippy was a fantastic performer and we were so happy to have him. We'd welcome him back in a heartbeat!

## Statistical Reports

**Staff cheer:** Thank you so much to public services and Tommy for all of your help with the items we used for our outreach this month. We appreciate you more than you know.

### Upcoming Outreach:

- Kim and Lauren will be attending the Knob Noster Open Air Market in July and September.
- The Knob Noster State Park will be coming to the Knob Noster branch to do three more storytimes over the summer.
- Kim will have two Head Start storytimes in July.
- We will be attending Knob Noster School District's back to school nights for the elementary school and middle school at the end of the summer.
- Jae Steinkuhler and Lauren Sweeney will be attending WAFB Back to School Connections Fun Night.
- As always, share event flyers in Facebook groups and around local businesses.

### Lexington: Barbara Seitter

Type of program	Name of Program	Age group	Number attending/using
Passive	I Spy Aquarium	6-12	46
Passive	Color Sheets	0-5, 6-12, 13-17	50
Passive	Puzzle Station	13-17,18+	15
Passive	Heart design SRP wall	all	16
Program	Story Time (4x)	0-5	53
	Kid's Club	6-12	22
	T(w)een Time	13-17	5
	Tech Tuesday	18+	0
	Music Bingo	18+	3
	District wide-Skippy	Family/all	45
	Movies R Us	Family/all	0
	Perler Bead Designs	6-12	31
	Kids Korner Storytime (outreach) x4		24

**Outreach activities completed:** Church group came 5 Mondays for Story Time. We also hosted a blood drive for the American Red Cross.

**New cards issued:** 33

**Meeting room usage:** 51

**Reference Questions:** 926

**Other Questions:** 153

### **Highlight:**

- This month's highlight is seeing all of the kids come in full of excitement for Summer Reading.

## Statistical Reports

- Our Kids Korner Church group attended the Music by Skippy program, and the kids had a blast! It was both entertaining, and educational. The leader of the church group sent me an email afterwards, and let me know how much the kids loved Skippy! We've also been having good attendance for our Childrens (6-12) group, and hope to keep that momentum going.

**Upcoming Outreach:** Will host the Church kids for the month of July

### **Odessa: Kendra Redden**

Type of program	Name of Program	Age group	Number attending/ using
Program	Kids in the Kitchen	6-12	32
Program	Storytime (Wednesday)	0-5	102
Program	Storytime (Thursday)	0-5	118
Program	Otaku Club	13-18	3
Program	Sit and read with an Officer	All Ages	59
Program	Jr. S.T.E.A.M. Lab	6-12	13
Program	Color Our Space	13-18	2
Program	Love is and Open Book Club	19+	2
Program	Ink Your World	19+	4
Program	S.T.E.A.M. Lab	6-12	10
Program	Music by Skippy	All Ages	24
Program	Book Lover's Book Club	19+	6
Program	Old Librarian's Tales	All Ages	2
Program	Dragan Magic	6-12	14
Program	Feature Friday	All Ages	12
Program	Bunco	19+	8
Passive	Coloring Sheets	All Ages	41
Take and Make	Left Over Storytime crafts	All Ages	56

**Outreach activities completed:** The Odessa Branch had 54 second graders from Odessa Summer School visit twice in June. The kids enjoyed a tour of the library, learned about the Summer Reading Program, and enjoyed literacy-based games during their visits.

**New cards issued:** 61

**Meeting room usage:** 76

**Reference Questions:** 710

**Other Questions:** 564

**Highlight:** Our patrons and staff really enjoyed Skippy the Drum Machine.

**Staff cheer:** A big shout out to the Odessa staff and volunteers that have worked hard to get the Summer Reading and the programs off to a great start!

**Upcoming Outreach:**

## Statistical Reports

Monday, August 4<sup>th</sup> the Odessa branch will have “It’s a Wrap” summer reading party from 6:00 pm to 8:00 pm for all the Odessa branch participants who have completed the reading challenge.

Thank you to the board members and Jackie who have volunteered to help.

Anyone else who would like to help, Odessa would love to have you.

### Warrensburg: Kristin Urfer

Type of program	Name of Program	Age group	Number attending/ using
Program	Music by Skippy	All ages	20
	Storytime (4)	0-5	195
	Family Storytime (4)	All ages	44
	Teen Maker Lab	13-18	5
	Music & More (4)	0-5	149
	Crafternoon	19+	0
	Summer Spa Series (3)	6-12	29
	Noveltea	19+	14
	Late Night Hike	All ages	6
	Crafty Creations (3)	6-12	19
	Craftastic	19+	6
	Literary Antics (2)	19+	14
	RED	6-12	15
	Cardmaking	19+	9
	Crafty Family Fun	All ages	4
	SRP Kickoff	All ages	160
	Art Contest	All ages	12
	Tea-riffic Gardens	19+	0
	Recycled Radiance	19+	0
	Bingo	All ages	26
	Drums Alive!	55+	8
	Asher S. Brown Music	All ages	35
	Tiny Art Show	All ages	12
	Ozark Jubilee	All ages	12
	Muddy Day Adventures	All ages	40
Passive	Maker Table	All ages	150
	Would You Rather	All ages	480
	Activity Sheets	All ages	520
	Scavenger Hunt	All ages	75
Take & Makes	Craft Kits	All ages	45

**Outreach activities completed:** Jae, our Community Engagement Coordinator, has successfully made contact with local schools, churches, and Boys & Girls Club to start coordinating events happening this fall.

**New cards issued:** 157

**Meeting room usage:** 14

**Study Room Usage:** 72

**Reference Questions:** 914

**Other Questions:** 1287

**Highlight:** Our Summer Reading Program is off to a great start! We launched the season with a well-attended kickoff event on June 2 that brought in an estimated 160 participants. Families enjoyed outdoor games, indoor crafts, and an exotic petting zoo, and the feedback was overwhelmingly positive. Since then, we've seen strong SRP engagement, with steady prize pickup and program attendance throughout the month. If the current pace continues, we're on track to surpass last year's participation numbers.

**Staff cheer:** June brought a lot of moving parts, and the WB team handled it all with energy and teamwork. Huge thanks to Amy and Dee for planning an outstanding SRP kickoff, and to everyone who pitched in from other departments—whether running activities, welcoming families, or supporting behind the scenes. The event was a real team effort. Later in the month, we faced an unexpected internet outage, and once again staff came together to problem-solve and keep things running smoothly. I'm grateful for everyone's flexibility, communication, and hard work during such a full and busy stretch.

**Upcoming Outreach:** No events scheduled in July, will be focusing on continued communication with community contacts to prepare for fall events.

### **Waverly: Amy Boland**

Type of program	Name of Program	Age group	Number attending/ using
Passive	Coloring sheets	All Ages	27
Program	Storytime	0-5	5
Program	Sassy Seniors	18+	6
	Canvas Painting	6-12	10
	Nail Polish Mugs	19+	2
	Sand Art	6-12	18
	Mosaic Art	6-12	2
	Friendship Bracelets	6-12	14
	Music By Skippy	ALL	21
	Squeegee art	6-12	3
	Pinwheels	6-12	14
	Fiddle Key Rings	13-18	3

**Outreach activities completed:** Flyers posted at local business. Shared information to Community page.

**New cards issued:** 7

**Meeting room usage:** 3

**Reference Questions:** 51

**Other Questions:** 45

**Highlight:** SRP programs have had a great turnout!

**Upcoming Outreach:** Flyers to local businesses. Posts to the Waverly Community Page.



**Leeton Express Branch: Deanna Schuler**

<b>Type of program</b>	<b>Name of Program</b>	<b>Age group</b>	<b>Number attending/using</b>
Program	Trading Card Club (6/5)	6-12	6
	Color Our World Storytime (6/6)	All ages	8
	Teen Time (6/10)	13-17	2
	Color Our World Storytime (6/13)	All ages	8
	Teen Time (6/17)	13-17	0
	Trading Card Club (6/19)	6-12	5
	Color Our World Storytime (6/20)	All ages	8
	Teen Time (6/24)	13-17	2
	Color Our World Storytime (6/27)	All ages	7

**Outreach activities completed:****New cards issued:** 5

**Summer Reading Program:** We currently have 21 people participating in the Summer reading program. I do not think any of them have signed in on Beanstack. I still need to record their reading and prizes. I have already given out 2 adult prize one (mug) and 3 children's prize 1 (book).

**Patrons using library (not for check out):** 30 (this does not include programming numbers)

**Leeton Book Check outs:** 126**Reference Questions:**

Do you have Freida McFadden books?

Do you have local history books?

Can I check out school books (Leeton Elementary) with my Trails card? (I explained that while the books will not show up on Evergreen, I use their Trails number in my school library software program and they can check out anything with a bar code.)

**Other Questions:**

How much does it cost to print?

**Highlight:** Leeton R-X is doing a lot of hiring for the new school year. The principals always bring those interviewing to the library as part of the school tour. I have enjoyed introducing all candidates to our library and telling them about our public library hours.

**Upcoming Outreach:**

We will be at the Annual Back to School Bash in August (date TBD), advertising our branch and signing people up for library cards. Sponsored by Lions Club and local churches