

Oldham County Public Library 2020 Kentucky Annual Report of Public Libraries

		CURRENT YEAR	<i>PREVIOUS YEAR</i>
General Information (A1 - A16)			
A1	County	Oldham	<i>Oldham</i>
A2	Estimated Population	66,799	<i>66,489</i>
A3	Library Name	Oldham County Public Library	<i>Oldham County Public Library</i>
Street Address			
A4	Street Address	308 Yager Avenue	<i>308 Yager Avenue</i>
A5	City	LaGrange	<i>LaGrange</i>
A6	Zip Code	40031	<i>40031</i>
Mailing Address			
A8	Mailing Address	308 Yager Avenue	<i>308 Yager Avenue</i>
A9	City	LaGrange	<i>LaGrange</i>
A10	Zip Code	40031	<i>40031</i>
A12	Phone	(502) 222-9713	<i>(502) 222-9713</i>
Tax Rates (expressed as per \$100; i.e., 20.0 or 3.75)			
A14	Real	4.1	<i>4.1</i>
A15	Personal	9.33	<i>9.47</i>
A16	Motor Vehicle/Water Craft	2.0	<i>2.0</i>

Operating Revenue (B1 - B15)

DO NOT REPORT CAPITAL REVENUE IN THIS SECTION. They are reported as Item #C40. Examples of revenue to be used for major capital expenditures include funds received for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue to be used for major capital expenditures. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g. fines) or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

E-rate -- If there is an invoice sent to the library that indicates the amount of the e-rate discount (i.e., supported by documentation), then the library can report this as an expenditure under Other Operating Expenditures (Item C29 or C31). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B14)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

Local Government Revenue			
B1	Library Tax	\$2,841,630	\$2,727,111
B2	Other	\$0	\$0
B3	Local Government Revenue Total (B1 + B2):	\$2,841,630	\$2,727,111
State Government Revenue			
B4	State Aid Grant	\$24,499	\$24,499
B5	Construction Debt-Assistance Grant	\$120,000	\$120,000
B6	Other State Government Revenue	\$74,450	\$0
B7	State Government Revenue Total (sum B4 through B6)	\$218,949	\$144,499
Federal Government Revenue			
B12	Federal Government Revenue	\$0	\$0
B13	Federal Government Revenue Total	\$0	\$0
Other Operating Income			
B14	Other Operating Revenue	\$91,852	\$157,461
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$3,152,431	\$3,029,071

Operating Expenditures (C1 - C42)

DO NOT REPORT CAPITAL EXPENDITURES IN THIS SECTION. They are reported as Item #C36.

Collection Expenditures			
C1	Print Materials	\$107,345	\$96,852
C2	Electronic Materials Expenditures	\$35,646	\$23,870
C3	Audiovisual Materials	\$22,965	\$27,031
C4	Electronic Collections [databases]	\$11,784	\$10,673
C5	Other Library Materials	\$6,785	\$12,795
C6	Collection Expenditures Total (C1 through C5)	\$184,525	\$171,221
Salary Expenditures			
C7	Library Director	\$84,410	\$51,114
C8	Other Library Personnel	\$1,063,722	\$1,070,592
C10	Salary Expenditures Total (C7 + C8)	\$1,148,132	\$1,121,706
Fringe Benefits			
C11	Required Fringe Benefits	\$92,526	\$109,408

C12	Retirement (Employer's Share)	\$204,416	\$170,834
C13	Medical Insurance (Employer's Share)	\$90,405	\$92,163
C14	Other	\$1,745	\$139
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$389,092	\$372,544
C16	Total Staff Expenditures (C10 + C15)	\$1,537,224	\$1,494,250
Other Operations			
C17	Building Repair	\$63,173	\$41,960
C18	Building Maintenance	\$140,886	\$102,261
C20	Office Supplies, Program Supplies, Postage	\$87,381	\$85,548
C21	Insurance	\$37,164	\$36,505
C22	Public Relations	\$24,399	\$17,497
C23	Utilities	\$63,374	\$69,337
C24	Professional Fees	\$6,330	\$22,640
C25	Audit Fee	\$5,159	\$5,021
C26	Fiscal Year that Audit Covers	FY 2019-2020	FY 2018-2019
C27	What year was the library's last long range plan adopted?	2009	2009
C28	Repair and Replacement of Furnishings	\$34,637	\$23,547
C29	Other	\$0	\$0
C30	Specify		
C31	Other	\$7,229	\$6,891
C32	Specify	Fees and Dues	Fees and Dues
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	\$469,732	\$411,207
C34	Bookmobile/Extended Services	\$3,295	\$1,738
C35	Continuing Education	\$20,229	\$11,209
C36	Operating Expenditures for Electronic Access	\$99,888	\$173,690
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$2,314,893	\$2,263,315

Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditure documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Estimated costs are not included. Exclude expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

C38	Capital Outlay Expenditures	\$0	\$0
C39	Debt Service	\$326,547	\$331,400

Report all revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections (print, non-print, and electronic) for new buildings, building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude income passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries. Report federal, state, local, and other revenue to be used for major capital expenditures in the following categories:

C40a	Local - Capital Revenue	\$0	\$0
C40b	State - Capital Revenue	\$0	\$0
C40c	Federal - Capital Revenue	\$0	\$0
C40d	Other - Capital Revenue	\$0	\$0
C40	Total Capital Revenue (C40a through C40d)	\$0	\$0

C41	Income from loans, bond issues, or other income not reported elsewhere	\$0	\$0
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C42 - Did you spend state aid funds on any of the following? (check all that apply)

Collection Expenditures	Yes	Yes
Bookmobile/Extended Services	No	No
Continuing Education	No	No
None of the Above	No	No

COVID Related Information (D1 - D16)

D1	Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus	Yes
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- (COVID-19) pandemic?
- D2 Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic? Yes
- D3 Did the library add or increase access to electronic collection materials due to the Coronavirus (COVID-19) pandemic? Yes
- D4 Did the library allow users to complete registration for library cards online without having to come to the library before the Coronavirus (COVID-19) pandemic? No
- D5 Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? Yes
- D6 Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic? Yes
- D7 Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes
- D8 Did the library provide live, virtual programs via the Internet during the Coronavirus (COVID-19) pandemic? Yes

D9	Did the library create and provide recordings of program content via the Internet during the Coronavirus (COVID-19) pandemic?	Yes
D10	Did the library provide Wi-Fi Internet access to users outside the building at one or more outlets before the Coronavirus (COVID-19) pandemic?	Yes
D11	Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D12	Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D13	Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic?	No

Recorded programs are distinct and should not be reported in program totals (Section O)

D14	Total Recordings of Program Content	28
D15	Total Views of Recorded Program Content	543
D16	Describe the Library's Response to the COVID-19 Pandemic	We closed to the public on March 13, but incrementally reopened services over the next several weeks. We reopened to the public for full in-person indoor services on 6/29/30. We provided masks, face shields, and plexiglass barriers to protect staff. Masks were, and are still, required for entry into the building.

Branch Libraries (E1- E19)

A branch library is an auxiliary unit of an administrative entity which has at least all of the following:

1. separate quarters;
2. an organized collection of library materials;
3. paid staff; and
4. regularly scheduled hours for being open to the public.

INFORMATION FOR EACH BRANCH:

Add a new group for each branch in the county.

For each group of branch libraries, you MUST place a value of "0" in the Hours field for any day of the week where there are no Hours listed.

E1	Branch Library Name	South Oldham	<i>South Oldham</i>
E2	Street Address	6720 W. Hwy. 146	<i>6720 W. Hwy. 146</i>
E3	City	Crestwood	<i>Crestwood</i>
E4	Zip Code	40014	<i>40014</i>
E6	Phone	(502) 241-1108	<i>(502) 241-1108</i>
E8	Square Footage	3,300	<i>3,300</i>
E11	Number of Meetings Held	0	<i>0</i>
E12	Library Visits	40,372	<i>59,473</i>
E13	Number of Registered Users	7,865	<i>8,169</i>
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,866	<i>4,818</i>
E15	Reference Transactions	5,655	<i>6,242</i>
E16a	Sunday Opening Time		<i>0</i>
E16b	Sunday Closing Time		<i>0</i>
E16c	Hours		<i>0.00</i>
E16d	Monday Opening Time	10	<i>10</i>
E16e	Monday Closing Time	8	<i>8</i>
E16f	Hours	10.00	<i>10.00</i>
E16g	Tuesday Opening Time	10	<i>10</i>
E16h	Tuesday Closing Time	8	<i>8</i>
E16i	Hours	10.00	<i>10.00</i>
E16j	Wednesday Opening Time	10	<i>10</i>
E16k	Wednesday Closing Time	8	<i>8</i>
E16l	Hours	10.00	<i>10.00</i>
E16m	Thursday Opening Time	10	<i>10</i>
E16n	Thursday Closing Time	8	<i>8</i>
E16o	Hours	10.00	<i>10.00</i>
E16p	Friday Opening Time	10	<i>10</i>
E16q	Friday Closing Time	5	<i>5</i>
E16r	Hours	7.00	<i>7.00</i>

E16s	Saturday Opening Time	10	10
E16t	Saturday Closing Time	5	5
E16u	Hours	7.00	7.00
E17.1	Number of Weeks Branch was Closed Due to COVID-19	15	
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	0	
E17.3	Number of Weeks Branch Library is Open	37	52
E1	Branch Library Name	Mahan	<i>Mahan</i>
E2	Street Address	12050 Harmony Landing Rd.	<i>12050 Harmony Landing Rd.</i>
E3	City	Goshen	<i>Goshen</i>
E4	Zip Code	40026	<i>40026</i>
E6	Phone	(502) 228-1852	<i>(502) 228-1852</i>
E8	Square Footage	3,185	<i>3,185</i>
E11	Number of Meetings Held	0	<i>0</i>
E12	Library Visits	23,643	<i>48,663</i>
E13	Number of Registered Users	4,128	<i>4,655</i>
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	918	<i>1,230</i>
E15	Reference Transactions	2,050	<i>7,224</i>
E16a	Sunday Opening Time		<i>0</i>
E16b	Sunday Closing Time		<i>0</i>
E16c	Hours		<i>0.00</i>
E16d	Monday Opening Time	10	<i>10</i>
E16e	Monday Closing Time	8	<i>8</i>
E16f	Hours	10.00	<i>10.00</i>
E16g	Tuesday Opening Time	10	<i>10</i>
E16h	Tuesday Closing Time	8	<i>8</i>
E16i	Hours	10.00	<i>10.00</i>
E16j	Wednesday Opening Time	10	<i>10</i>
E16k	Wednesday Closing Time	8	<i>8</i>
E16l	Hours	10.00	<i>10.00</i>
E16m	Thursday Opening Time	10	<i>10</i>
E16n	Thursday Closing Time	8	<i>8</i>
E16o	Hours	10.00	<i>10.00</i>
E16p	Friday Opening Time	10	<i>10</i>
E16q	Friday Closing Time	5	<i>5</i>
E16r	Hours	7.00	<i>7.00</i>

E16s	Saturday Opening Time	10	10
E16t	Saturday Closing Time	5	5
E16u	Hours	7.00	7.00
E17.1	Number of Weeks Branch was Closed Due to COVID-19	15	
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	0	
E17.3	Number of Weeks Branch Library is Open	37	52
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	108.00	108.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	74.00	104.00
E18	Number of Branches	2	2
E19	Total Annual Hours Open	0.00	5,616.00

Outreach Vehicles (F1 - F5)

An outreach vehicle is a vehicle used principally to provide personalized library services to individuals and groups at remote locations. The vehicle does not have an organized collection separate as in the case of a bookmobile. Staff will deliver and pick-up library materials specifically for patrons who are for any reason unable to visit the library in person. An outreach vehicle may also be used for programming at daycare centers, schools, senior centers, etc.

F1	License Number	KC0770	KC0770
F2	Vehicle Year, Make, and Model	2013 Ford Transit Connect XLT Wagon	2013 Ford Transit Connect XLT Wagon
F3	Mileage on Odometer	43,789	37,471
F4	Owner of Vehicle	locally	locally
F5	Number of Stops in an Average Week	1	8

Bookmobiles (G1 - G11)

A bookmobile is a traveling branch library. It consists of at least all of the following:

1. a truck or van that carries an organized collection of library materials;
2. paid staff; and
3. regularly scheduled hours (bookmobile stops) for being open to the public.

INFORMATION FOR EACH BOOKMOBILE:

Add a new group for each bookmobile in the county.

Bookmobile Hours (G9a-G9g) - Count only the daily hours during which the bookmobile is open to the public. Do not count travel time. Hours on the road per week is reported in item number G9

G1	License Number		0
G3	Vehicle Year, Make, and Model		0
G4	Owner of Vehicle		
G5	Bookmobile Visits (number of persons entering the bookmobile)		0
G6	Number of Registered Users		0
G7	Number of Uses [Sessions] of Public Internet Computers Per Year		0
G8	Reference Transactions		0
G9	Hours on the Road Per Week (but not serving patrons)	0	0
G9a	Sunday - Daily Hours Open to the Public	0	0
G9b	Monday - Daily Hours Open to the Public	0	0
G9c	Tuesday - Daily Hours Open to the Public	0	0
G9d	Wednesday - Daily Hours Open to the Public	0	0
G9e	Thursday - Daily Hours Open to the Public	0	0
G9f	Friday - Daily Hours Open to the Public	0	0
G9g	Saturday - Daily Hours Open to the Public	0	0
G9.1	Number of Weeks Bookmobile was Closed Due to COVID-19		
G9.2	Number of Weeks Bookmobile Had Limited Occupancy Due to COVID-19		
G9.3	Number of Weeks Bookmobile is Open	0	0
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	0.00	0.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c +	0.00	0.00

G9d + G9e + G9f + G9g)

G11	Number of Bookmobiles	0	0
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Main Library (H1 - H19)

This is one type of single outlet library or the library which is the operational center of a multiple outlet library. Usually all processing is centralized here and the principal collections are housed here.

H1	Library Name	Main Library	<i>Main Library</i>
H2	Street Address	308 Yager Ave.	<i>308 Yager Ave.</i>
H3	City	La Grange	<i>La Grange</i>
H4	Zip Code	40031	<i>40031</i>
H6	Phone	(502) 222-9713	<i>(502) 222-9713</i>
H8	Square Footage	30,000	<i>30,000</i>
H11	Number of Meetings Held	93	<i>124</i>
H12	Library Visits	108,295	<i>144,089</i>
H13	Number of Registered Users	14,665	<i>16,175</i>
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	9,563	<i>13,901</i>
H15	Reference Transactions	15,487	<i>38,319</i>
Hours Open to the Public			
H16a	Sunday Opening Time	0	<i>0</i>
H16b	Sunday Closing Time	0	<i>0</i>
H16c	Hours	0.00	<i>0.00</i>
H16d	Monday Opening Time	9:30	<i>9:30</i>
H16e	Monday Closing Time	8	<i>8</i>
H16f	Hours	10.50	<i>10.50</i>
H16g	Tuesday Opening Time	9:30	<i>9:30</i>
H16h	Tuesday Closing Time	8	<i>8</i>
H16i	Hours	10.50	<i>10.50</i>
H16j	Wednesday Opening Time	9:30	<i>9:30</i>
H16k	Wednesday Closing Time	8	<i>8</i>
H16l	Hours	10.50	<i>10.50</i>
H16m	Thursday Opening Time	9:30	<i>9:30</i>
H16n	Thursday Closing Time	8	<i>8</i>
H16o	Hours	10.50	<i>10.50</i>
H16p	Friday Opening Time	9:30	<i>9:30</i>
H16q	Friday Closing Time	5	<i>5</i>
H16r	Hours	7.50	<i>7.50</i>
H16s	Saturday Opening Time	9:30	<i>9:30</i>
H16t	Saturday Closing Time	5	<i>5</i>
H16u	Hours	7.50	<i>7.50</i>

H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	57.00	57.00
H17.2	Number of Weeks Main Library was Closed Due to COVID-19	8	
H17.3	Number of Weeks Main Library Had Limited Occupancy Due to COVID-19	2	
H18	Number of Weeks Main Library is Open	42	52
H19	Does your library have a Friends group?		
	Yes	Yes	Yes
	No	No	No

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	30,000	30,000
I2	Branch Libraries (sum of E8 branch data)	6,485	6,485
I3	Total (I1 + I2)	36,485	36,485

Number of Meetings Held

I10	Main Library (from H11)	93	124
I11	Branch Libraries (sum of E11 branch data)	0	0
I12	Total (I10 + I11)	93	124

Library Visits

I13	Main Library (from H12)	108,295	144,089
I14	Branch Libraries (sum of E12 branch data)	64,015	108,136
I15	Bookmobiles (sum of G5 branch data)	0	0
I16	Total (I13 + I14 + I15)	172,310	252,225

Number of Registered Users

I17	Main Library (from H13)	14,665	16,175
I18	Branch Libraries (sum of E13 branch data)	11,993	12,824
I19	Bookmobiles (sum of G6 branch data)	0	0
I20	Total (I17 + I18 + I19)	26,658	28,999

Number of Uses [Sessions] of Public Internet Computers Per Year

I21	Main Library (from H14)	9,563	13,901
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I22	Branch Libraries (sum of E14 branch data)	3,784	6,048
I23	Bookmobiles (sum of G7 branch data)	0	0
I24	Total (I21 + I22 + I23)	13,347	19,949
Reference Transactions			
I25	Main Library (from H15)	15,487	38,319
I26	Branch Libraries (sum of E15 branch data)	7,705	13,466
I27	Bookmobiles (sum of G8 branch data)	0	0
I28	Total (I25 + I26 + I27)	23,192	51,785
Public Service Hours per Year			
I29	Main Library (H17 * H18)	2,394.00	2,964.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	0.00	5,616.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00	0.00
I32	Total (I29 + I30 + I31)	2,394.00	8,580.00

Library Staff (J1- J09)

Report figures as of the last day of the fiscal year. **Include all positions funded in the library's budget whether those positions are filled or not.** To ensure comparable data, 40 hours per week has been set as the measure of full-time employment (FTE). For example, 60 hours per week of part-time work by employees in a staff category divided by the 40-hour measure equals 1.50 FTEs.

To calculate FTEs for seasonal workers, I would use the following example:

- Two three month workers (.25 of year) work 15 hours a week, so
- $15 + 15 = 30$ hrs/wk
- $30/40 = .75$ FTEs
- $.75 * .25 = .1875$ FTE for entire year (based on working only three months)

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	8.70	9.80
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	.0	.0
J3	Number of Librarians with a Master's Degree NOT in Library Science	1.58	.98
J4	Number of Librarians with a Bachelor's Degree in Library Science	.0	.0

J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	8.86	7.71
J6	Number of Librarians with Less Than a Bachelor's Degree	10.45	8.82
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	29.59	27.31
J8	All Other Paid Staff	.34	2.71
J9	Total Paid Employees (J7 + J8):	29.93	30.02

Library Collection (K1 -K17)

Book Collection

K1	Adult Books (over age 18)	33,440	38,472
K2	Young Adult Books (ages 12 to 18)	8,552	9,229
K3	Children's Books (under age 12)	42,567	42,594
K4	Total (K1 + K2 + K3)	84,559	90,295

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	168,782	152,749
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Electronic Collections [databases] (K7a - K7b):

Report the number of electronic collections [databases].

An electronic collection [database] is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection [database] may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection [database] may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections [databases] that are provided by third parties and freely linked to on the web.

Electronic Collections [databases] do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles.

Include electronic collections [databases] that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections [databases] acquired through curation, payment or formal agreement, by source of access:

Item #K7a Local/Other cooperative agreements

Item #K7b (State government or state library)
 Item #K7 Total Electronic Collections [databases].

This is the sum of Local/Other cooperative agreements, and State Electronic Collections [databases] (Item #K7a and #K7b).

K7a	Local/Other Cooperative Agreements	6	8
K7b	State (State Government or State Library) ** Include KYVL databases **	66	62
K7	Total Electronic Collections [databases] (K7a+K7b)	72	70
K9	Audio - Physical Units	4,975	7,157
K10	Audio - Downloadable Units	42,022	34,928
K13	Video - Physical Units	9,613	10,656
K14	Video - Downloadable Units	1,961	1,914
K15	Other Material in Collection	2,132	3,605
K16	Current Print Serial Subscriptions	97	187
K17	Book/Serial Volumes (K4 + K16)	84,656	90,482

Circulation (L1 - L54)

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library. An item checked out counts as one item, no matter how many uses are subsequently made of that one item.

Book Circulation, Adult (over age 18)

L1	Main Library	31,840	43,580
L2	All Branches	27,698	35,342
L3	Bookmobile/Outreach	0	0
L4	Total (L1 + L2 + L3)	59,538	78,922

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	7,915	11,289
L6	All Branches	4,598	6,188
L7	Bookmobile/Outreach	0	0
L8	Total (L5 + L6+ L7)	12,513	17,477

Book Circulation, Children's (under age 12)

L9	Main Library	81,660	116,492
L10	All Branches	56,074	75,707

L11	Bookmobile/Outreach	0	0
L12	Total (L9 + L10+ L11)	137,734	192,199
Book Circulation Total			
L13	Main Library (L1 + L5 + L9)	121,415	171,361
L14	All Branches (L2 + L6 + L10)	88,370	117,237
L15	Bookmobile/Outreach (L3 + L7 + L11)	0	0
L16	Total (L4 + L8 + L12)	209,785	288,598

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library.

Audiovisual Circulation Audio Books

L21	Main Library	4,519	7,448
L22	All Branches	2,665	3,647
L23	Bookmobile/Outreach	0	0
L24	Total (L21 + L22 + L23)	7,184	11,095

Audiovisual Circulation Other Audio

L25	Main Library	668	1,112
L26	All Branches	281	438
L27	Bookmobile/Outreach	0	0
L28	Total (L25 + L26 + L27)	949	1,550

Audiovisual Circulation Videos

L29	Main Library	21,675	32,884
L30	All Branches	16,623	26,839
L31	Bookmobile/Outreach	0	0
L32	Total (L29 + L30 + L31)	38,298	59,723

Audiovisual Circulation Other

L33	Main Library	1,249	1,132
L34	All Branches	195	231
L35	Bookmobile/Outreach	0	0
L36	Total (L33 + L34 + L35)	1,444	1,363

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	28,111	42,576
L38	All Branches (L22 + L26 + L30 + L34)	19,764	31,155
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	0	0
L40	Total (L24 + L28 + L32 + L36)	47,875	73,731

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library.

Other Materials

L41	Main Library	2,024	2,798
L42	All Branches	1,388	1,890
L43	Bookmobile/Outreach	0	0
L44	Total (L41 + L42 + L43)	3,412	4,688

Total Circulation

L45	Main Library (L13 + L37 + L41)	151,550	216,735
L46	All Branches (L14 + L38 + L42)	109,522	150,282
L47	Bookmobile/Outreach (L15 + L39 + L43)	0	0

Electronic Materials are materials that are distributed digitally and can be accessed via a computer, the Internet, or a portable device such as an e-book reader. Types of electronic materials include e-books and downloadable electronic video and audio files. Electronic Materials packaged together as a unit and checked out as a unit are counted as one unit.

L48	Use of Electronic Material	106,844	81,520
L49	Total Circulation (L16 + L40 + L44 + L48)	367,916	448,537
L50	Successful Retrieval of Electronic Information	3,599	7,264

Children's Circulation - The total annual circulation of all children's materials in all formats to all users, including renewals. (NOTE: This includes books and audiovisual material already counted in previous fields L9 - L16) Do not count Electronic Material circulation here - that belongs in L48

L51	Main Library	90,770	130,679
L52	All Branches	61,148	84,198
L53	Bookmobile/Outreach	0	0
L54	Total (L51 + L52 + L53)	151,918	214,877

Other Measures of Library Use (M1 - M2)

Please list any measures of library use not collected elsewhere in the annual report. Examples might include Seed Library, In-house Use, Unique Circulating Items, and other Objects of Interest.

Note: Recording these measures is optional. Totals will not be tabulated or reported.

M1	Other Measures of Library Use	notarizing	scans
M2	Use Statistics	521	549

M1	Other Measures of Library Use	exam proctoring	<i>faxes</i>
M2	Use Statistics	45	934

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	465	820
N2	Nonprint	112	173
N3	Total (N1 + N2):	577	993

Borrowed From

N4	Print	965	1,486
N5	Nonprint	285	378
N6	Total (N4 + N5):	1,250	1,864

Programs (O1 - O56)

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings, lectures, story hours, literacy, English as a second language, citizenship classes, and book discussions. Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Note: Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities. Also, do not enter the number of programs or attendance in more than one category. Do not include passive programming.

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	211	224
O2	All Branches	95	69
O3	Bookmobile/Outreach	12	20
O4	Total (O1 + O2 + O3)	318	313

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	7,301	8,230
O6	All Branches	1,677	1,696
O7	Bookmobile/Outreach	399	588
O8	Total (O5 + O6 + O7)	9,377	10,514

Elementary School - *number of programs*

O17	Main Library	75	139
O18	All Branches	91	88
O19	Bookmobile/Outreach	23	54
O20	Total (O17 + O18 + O19)	189	281

Elementary School - *number of attendees*

O21	Main Library	1,465	2,571
O22	All Branches	1,070	1,859
O23	Bookmobile/Outreach	942	7,100
O24	Total (O21 + O22 + O23)	3,477	11,530

Young Adult (age 12 and older) - *number of programs*

O25	Main Library	34	65
O26	All Branches	20	4
O27	Bookmobile/Outreach	2	13
O28	Total (O25 + O26 + O27)	56	82

Young Adult (age 12 and older) - *number of attendees*

O29	Main Library	904	1,358
O30	All Branches	98	25
O31	Bookmobile/Outreach	12	1,460
O32	Total (O29 + O30 + O31)	1,014	2,843

Adult Programs - *number of programs*

O33	Main Library	136	161
O34	All Branches	47	46
O35	Bookmobile/Outreach	0	15
O36	Total (O33 + O34 + O35)	183	222

Adult Programs - *number of attendees*

O37	Main Library	2,206	3,052
O38	All Branches	489	375
O39	Bookmobile/Outreach	0	983
O40	Total (O37 + O38 + O39)	2,695	4,410

Programs Directed at Multiple Age Levels - *number of programs*

O41	Main Library	56	48
O42	All Branches	37	59
O43	Bookmobile/Outreach	6	6
O44	Total (O41 + O42 + O43)	99	113

Programs Directed at Multiple Age Levels - *number of attendees*

O45	Main Library	4,781	10,271
O46	All Branches	691	2,544
O47	Bookmobile/Outreach	4,233	3,239
O48	Total (O45 + O46 + O47)	9,705	16,054

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	512	637
O50	All Branches (O2 + O18 + O26 + O34 + O42)	290	266
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	43	108

O52	Total (O4 + O20 + O28 + O36 + O44)	845	1,011
Total Program Attendance:			
O53	Main Library (O5 + O21 + O29 + O37 + O45)	16,657	25,482
O54	All Branches (O6 + O22 + O30 + O38 + O46)	4,025	6,499
O55	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	5,586	13,370
O56	Total (O8 + O24 + O32 + O40 + O48)	26,268	45,351

Intellectual Freedom (P1 - P6)

P1	Title of Challenged Work	Beyond Magenta	<i>Two Boys Kissing</i>
P2	Type of Work	Book	<i>Book</i>
P3	Grounds for Challenge	Unsuited to Age Group	<i>Religious Viewpoint</i>
P4	Initiator of Challenge	Parent	<i>Parent</i>
P5	Status of Material	Material(s) Retained	<i>Material(s) Retained</i>
P6	Comments	A parent claimed the book was pornographic by taking one line out of context.	<i>A parent formally challenged the online display of many YA books in the teen section for their LGBTQ content. She did not think it was appropriate to be advertising them on the home screen of our library catalog for all to see, including young children.</i>

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	44	44
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	40	74

Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	Yes
Q4	Wireless Sessions - Annually	40,595	46,773
Q5	Website Visits	209,177	137,403

Planning and Evaluation (S1)

S1	Describe significant events, changes, or improvements to your library's facilities, programs, or collections during this past fiscal year. Include a statement describing any new property acquired by the library by any means - purchase, gifts, bequests, et	COVID gave us the opportunity to weed and inventory the entire collection. When that was finished, the staff took webinars on strategic merchandising and we redid all three locations to have more of a bookstore look and feel. The patrons loved it when we reopened and now we struggle to keep all the new displays filled. The programming staff learned tons of new skills on the fly and adapted many of their offerings to be virtual. We also decided to start circulating much of the equipment we would normally reserve for in-house programming, like video game consoles and spare controllers, and maker space materials like our button maker and Turing Tables. We also created an office supply nook where the public coffee maker used to be, with free folders, envelopes, staplers, laminators, whole punches, binder clips, scissors, paper cutters, etc.	<i>Response has been entered.</i>
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Board Policies (T1 - T10)

Click on the check box if you have you reviewed your policies in the last five years

T1	Board Reimbursement of Expense Policy	Yes	No
T2	Conflict of Interest Policy	Yes	No
T3	Ethics Policy	Yes	No
T4	Fiscal Responsibility Policy	Yes	No
T5	Investment Policy	Yes	No
T6	Open Records Policy	Yes	Yes
T7	Procurement Code Policy	Yes	Yes
T8	Sponsorship Policy	No	No
T9	Trustee Orientation Policy	Yes	No
T10	Whistleblower Policy	Yes	Yes

Does your library collect a statistic that you think other Kentucky libraries should collect?

The number of community organizations that library staff belong to on behalf of the library. Example: Chamber of Commerce, Rotary, Health Coalition, Main Street Coalition, United Way Service Providers, etc.

Please add notes for the survey administrator - your reactions to the annual report, the report process, sources of irritation, what could be improved, any feedback that might help in formulating next year's report.

The challenged materials report needs a line for transgender resources. Right now the closest thing is "homosexuality" and is isn't the same thing.