

# Oldham County Public Library

## 2022 Kentucky Annual Report of Public Libraries

		CURRENT YEAR	<i>PREVIOUS YEAR</i>
<b>General Information (A1 - A12)</b>			
A1	County	Oldham	<i>Oldham</i>
A2	Estimated Population	66,799	<i>66,799</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>

### 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). 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	\$3,147,610	\$2,946,862
B2	Other		\$0
B3	<b>Local Government Revenue Total (B1 + B2):</b>	\$3,147,610	\$2,946,862

#### State Government Revenue

B5	Construction Debt-Assistance Grant	\$280,290	\$120,000
B6	Other State Government Revenue		\$0
B7	<b>State Government Revenue Total (sum B5 through B6)</b>	\$280,290	\$120,000

#### Federal Government Revenue

B11a	LSTA CARES Act Grant	\$1,579	\$2,000
B11b	ARPA Grant	\$11,878	
B12	Other Federal Government Revenue		\$0
B13	<b>Federal Government Revenue Total (B11a + B11b + B12)</b>	\$13,457	\$2,000

#### Other Operating Income

B14	Other Operating Revenue	\$55,401	\$45,384
B15	<b>Total Operating Revenue (B3 + B7 + B13 + B14):</b>	\$3,496,758	\$3,114,246

### Operating Expenditures (C1 - C41)

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

#### Collection Expenditures

C1	Print Materials	\$118,013	\$119,072
C2	Electronic Materials Expenditures	\$49,134	\$46,891
C3	Audiovisual Materials	\$24,967	\$26,769

C4	Electronic Collections [databases]	\$16,848	\$13,953
C5	Other Library Materials	\$3,142	\$6,937
C6	<b>Collection Expenditures Total (C1 through C5)</b>	\$212,104	\$213,622
<b>Salary Expenditures</b>			
C7	Library Director	\$94,663	\$87,585
C7a	Years as Director at Current Library (ex: 1.5)	4.5	
C8	Other Library Personnel	\$1,183,930	\$1,048,769
C10	<b>Salary Expenditures Total (C7 + C8)</b>	\$1,278,593	\$1,136,354
<b>Fringe Benefits</b>			
C11	Required Fringe Benefits	\$97,359	\$91,269
C12	Retirement (Employer's Share)	\$236,191	\$200,181
C13	Medical Insurance (Employer's Share)	\$108,641	\$103,836
C14	Other	\$1,850	\$1,653
C15	<b>Fringe Benefits Total (C11 + C12 + C13 + C14):</b>	\$444,041	\$396,939
C16	<b>Total Staff Expenditures (C10 + C15)</b>	\$1,722,634	\$1,533,293
<b>Other Operations</b>			
C17	Building Repair and Maintenance	\$171,090	\$188,364
C20	Office Supplies, Program Supplies, Postage	\$101,147	\$75,578
C21	Insurance	\$38,482	\$37,267
C22	Public Relations	\$25,160	\$22,126
C23	Utilities	\$69,287	\$61,565
C24	Professional Fees (include professional membership fees)	\$38,756	\$65,721
C25	Audit Fee	\$5,350	\$5,275
C26	Fiscal Year that Audit Covers	FY 2020-2021	FY 2019-2020
C27	What year was the library's last long range plan adopted?	2021	2009

C28	Repair and Replacement of Furnishings	\$17,847	\$18,041
C29	Other	\$42,155	\$0
C30	Specify	Rental-Goshen Library Location; paid to Creasy- Mahan Nature Preserve	
C33	<b>Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)</b>	\$509,274	\$473,937
C34	Bookmobile/Extended Services	\$2,130	\$1,265
C35	Continuing Education	\$11,097	\$3,005
C36	Operating Expenditures for Electronic Access	\$138,528	\$134,093
C37	<b>Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):</b>	\$2,595,767	\$2,359,215

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	\$220,026	\$0
C39	Debt Service	\$332,025	\$330,425

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	<b>Total Capital Revenue (C40a through C40d)</b>	\$0	\$0
C41	Income from loans, bond issues, or other income not reported elsewhere	\$0	\$0

### 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 (COVID-19) pandemic?	No	No
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	Yes
D5	Did the library allow users to complete registration for library cards online without having to come to the library <u>during</u> the Coronavirus (COVID-19) pandemic?	Yes	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	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	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	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?	No	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	No

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

D16 Describe the Library's Response to the COVID-19 Pandemic

The library has continued to maintain reduced hours as compared to pre-pandemic years: Monday-Thursday 10-7; Friday-Saturday 10-5. The library continues to offer masks to the public upon entry; sanitizing products, social distancing between computers, drive-thru service and virtual programming options.

*Response has been entered.*

## 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	40,828	<i>28,042</i>
E13	Number of Registered Users	6,778	<i>6,002</i>
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	1,927	<i>1,318</i>
E15	Reference Transactions	5,841	<i>4,444</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	7	<i>7</i>
E16f	Hours	9.00	<i>9.00</i>
E16g	Tuesday Opening Time	10	<i>10</i>
E16h	Tuesday Closing Time	7	<i>7</i>
E16i	Hours	9.00	<i>9.00</i>
E16j	Wednesday Opening Time	10	<i>10</i>
E16k	Wednesday Closing Time	7	<i>7</i>
E16l	Hours	9.00	<i>9.00</i>
E16m	Thursday Opening Time	10	<i>10</i>
E16n	Thursday Closing Time	7	<i>7</i>
E16o	Hours	9.00	<i>9.00</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	<i>10</i>
E16t	Saturday Closing Time	5	<i>5</i>
E16u	Hours	7.00	<i>7.00</i>
E17.1	Number of Weeks Branch was Closed Due to COVID-19	0	<i>0</i>
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	0	<i>0</i>
E17.3	Number of Weeks Branch Library is Open	52	<i>52</i>
E1	Branch Library Name	Goshen, formerly 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	31,275	<i>22,004</i>
E13	Number of Registered Users	3,797	<i>3,217</i>
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	723	<i>428</i>
E15	Reference Transactions	3,052	<i>3,108</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	7	<i>7</i>
E16f	Hours	9.00	<i>9.00</i>
E16g	Tuesday Opening Time	10	<i>10</i>
E16h	Tuesday Closing Time	7	<i>7</i>
E16i	Hours	9.00	<i>9.00</i>
E16j	Wednesday Opening Time	10	<i>10</i>
E16k	Wednesday Closing Time	7	<i>7</i>
E16l	Hours	9.00	<i>9.00</i>
E16m	Thursday Opening Time	10	<i>10</i>
E16n	Thursday Closing Time	7	<i>7</i>
E16o	Hours	9.00	<i>9.00</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	<i>10</i>
E16t	Saturday Closing Time	5	<i>5</i>
E16u	Hours	7.00	<i>7.00</i>

E17.1	Number of Weeks Branch was Closed Due to COVID-19	0	0
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	0	0
E17.3	Number of Weeks Branch Library is Open	52	52
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	100.00	100.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	104.00	104.00
E18	Number of Branches	2	2
E19	Total Annual Hours Open	0.00	5,200.00

**Outreach Vehicles (F1 - F3)**

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	Vehicle Year, Make, and Model	2013 Ford Transit Connect XLT	2013 Ford Transit Connect XLT
F2	Owner of Vehicle	locally	locally
F3	Number of Stops in an Average Week	16	27

**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

G3	Vehicle Year, Make, and Model		
G4	Owner of Vehicle		
G5	Bookmobile Visits (number of persons entering the bookmobile)		
G6	Number of Registered Users		
G7	Number of Uses [Sessions] of Public Internet Computers Per Year		
G8	Reference Transactions		
G9	Hours on the Road Per Week (but not serving patrons)		0
G9a	Sunday - Daily Hours Open to the Public		0
G9b	Monday - Daily Hours Open to the Public		0
G9c	Tuesday - Daily Hours Open to the Public		0
G9d	Wednesday - Daily Hours Open to the Public		0
G9e	Thursday - Daily Hours Open to the Public		0
G9f	Friday - Daily Hours Open to the Public		0
G9g	Saturday - Daily Hours Open to the Public		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
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 + G9d + G9e + G9f + G9g)	0.00	0.00
G11	Number of Bookmobiles	0	0

## 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	LaGrange 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	74	<i>0</i>
H12	Library Visits	74,798	<i>43,765</i>
H12a	Library Visits Reporting Method	CT - Annual Count	<i>CT - Annual Count</i>
H13	Number of Registered Users	13,189	<i>11,779</i>
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	5,545	<i>3,085</i>
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count	<i>CT - Annual Count</i>
H15	Reference Transactions	12,727	<i>9,618</i>
H15a	Reference Transactions Reporting Method	CT - Annual Count	<i>CT - Annual Count</i>
Hours Open to the Public			
H16a	Sunday Opening Time		<i>0</i>
H16b	Sunday Closing Time		<i>0</i>
H16c	Hours		<i>0.00</i>
H16d	Monday Opening Time	10	<i>10</i>
H16e	Monday Closing Time	7	<i>7</i>
H16f	Hours	9.00	<i>9.00</i>
H16g	Tuesday Opening Time	10	<i>10</i>
H16h	Tuesday Closing Time	7	<i>7</i>
H16i	Hours	9.00	<i>9.00</i>
H16j	Wednesday Opening Time	10	<i>10</i>

H16k	Wednesday Closing Time	7	7
H16l	Hours	9.00	9.00
H16m	Thursday Opening Time	10	10
H16n	Thursday Closing Time	7	7
H16o	Hours	9.00	9.00
H16p	Friday Opening Time	10	10
H16q	Friday Closing Time	5	5
H16r	Hours	7.00	7.00
H16s	Saturday Opening Time	10	10
H16t	Saturday Closing Time	5	5
H16u	Hours	7.00	7.00
H17	<b>Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)</b>	50.00	50.00

The following three items cannot total more than 52 weeks. The main library is either closed, has limited occupancy, or is open.

H17.2	Number of Weeks Main Library was Closed Due to COVID-19	0	0
H17.3	Number of Weeks Main Library Had Limited Occupancy Due to COVID-19	0	0
H18	Number of Weeks Main Library is Open	52	52
H19	Does your library have a Friends group?		
	Yes	Yes	Yes
	No	No	No

## Facility Info (I1 - I32)

### Square Footage

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

### Number of Meetings Held

I10	<b>Main Library (from H11)</b>	74	0
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I11	Branch Libraries (sum of E11 branch data)	0	0
I12	Total (I10 + I11)	74	0

## Library Visits

I13	Main Library (from H12)	74,798	43,765
I14	Branch Libraries (sum of E12 branch data)	72,103	50,046
I15	Bookmobiles (sum of G5 branch data)	0	0
I16	Total (I13 + I14 + I15)	146,901	93,811

## Number of Registered Users

I17	Main Library (from H13)	13,189	11,779
I18	Branch Libraries (sum of E13 branch data)	10,575	9,219
I19	Bookmobiles (sum of G6 branch data)	0	0
I20	Total (I17 + I18 + I19)	23,764	20,998

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

I21	Main Library (from H14)	5,545	3,085
I22	Branch Libraries (sum of E14 branch data)	2,650	1,746
I23	Bookmobiles (sum of G7 branch data)	0	0
I24	Total (I21 + I22 + I23)	8,195	4,831

## Reference Transactions

I25	Main Library (from H15)	12,727	9,618
I26	Branch Libraries (sum of E15 branch data)	8,893	7,552
I27	Bookmobiles (sum of G8 branch data)	0	0
I28	Total (I25 + I26 + I27)	21,620	17,170

## Public Service Hours per Year

I29	Main Library (sum of (H17.3 + H18) * H17)	2,600.00	2,600.00
I30	Branch Libraries (sum of (E17.2 + E17.3) * E17)	5,252.00	5,252.00

I31	Bookmobiles (sum of (G9.2 + G9.3) * G10)	0.00	0.00
I32	Total ( I29 + I30 + I31)	7,852.00	7,852.00

## Library Staff (J1- J5)

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	7.85	7.35
J2	Librarians without an ALA Accredited Master's Degree in Library Science	8.5156	
J3	<b>Total Librarians (J1 + J2):</b>	16.37	29.00
J4	All Other Paid Staff	14.73	.10
J5	<b>Total Paid Employees (J3 + J4):</b>	31.10	29.10

## Library Collection (K1 -K17)

### Book Collection

K1	Adult Books (over age 18)	30,310	31,608
K2	Young Adult Books (ages 12 to 18)	8,487	8,530
K3	Children's Books (under age 12)	43,799	43,670
K4	<b>Total (K1 + K2 + K3)</b>	82,596	83,808

### Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	180,192	171,877
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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	6
K7b	State (State Government or State Library) ** Include <b>66 KYVL databases</b> **	75	66
<b>K7</b>	<b>Total Electronic Collections [databases] (K7a+K7b)</b>	<b>81</b>	<b>72</b>
<b>K9</b>	<b>Audio - Physical Units</b>	<b>3,768</b>	<b>4,708</b>
<b>K10</b>	<b>Audio - Downloadable Units</b>	<b>54,987</b>	<b>48,645</b>
<b>K13</b>	<b>Video - Physical Units</b>	<b>8,091</b>	<b>9,282</b>
<b>K14</b>	<b>Video - Downloadable Units</b>	<b>2,035</b>	<b>1,990</b>
<b>K15</b>	<b>Other Material in Collection</b>	<b>1,996</b>	<b>2,054</b>
<b>K16</b>	<b>Current Print Serial Subscriptions</b>	<b>135</b>	<b>121</b>
<b>K17</b>	<b>Book/Serial Volumes (K4 + K16)</b>	<b>82,731</b>	<b>83,929</b>

## 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	37,641	29,823
L2	All Branches	33,449	27,800
L3	Bookmobile/Outreach		0
L4	<b>Total (L1 + L2 + L3)</b>	<b>71,090</b>	<b>57,623</b>

#### Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	9,968	8,833
L6	All Branches	5,418	5,844
L7	Bookmobile/Outreach		0
L8	<b>Total (L5 + L6+ L7)</b>	<b>15,386</b>	<b>14,677</b>

#### Book Circulation, Children's (under age 12)

L9	Main Library	107,400	88,961
L10	All Branches	84,609	68,184
L11	Bookmobile/Outreach		0
L12	<b>Total (L9 + L10+ L11)</b>	<b>192,009</b>	<b>157,145</b>

#### Book Circulation Total

L13	<b>Main Library (L1 + L5 + L9)</b>	<b>155,009</b>	<b>127,617</b>
L14	<b>All Branches (L2 + L6 + L10)</b>	<b>123,476</b>	<b>101,828</b>
L15	<b>Bookmobile/Outreach (L3 + L7 + L11)</b>	<b>0</b>	<b>0</b>
L16	<b>Total (L4 + L8 + L12)</b>	<b>278,485</b>	<b>229,445</b>

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	6,117	3,476
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<b>L22</b>	<b>All Branches</b>	<b>3,979</b>	<b>1,698</b>
<b>L23</b>	<b>Bookmobile/Outreach</b>		<b>0</b>
<b>L24</b>	<b>Total (L21 + L22 + L23)</b>	<b>10,096</b>	<b>5,174</b>

**Audiovisual Circulation Other Audio**

<b>L25</b>	<b>Main Library</b>	<b>320</b>	<b>262</b>
<b>L26</b>	<b>All Branches</b>	<b>76</b>	<b>114</b>
<b>L27</b>	<b>Bookmobile/Outreach</b>		<b>0</b>
<b>L28</b>	<b>Total (L25 + L26 + L27)</b>	<b>396</b>	<b>376</b>

**Audiovisual Circulation Videos**

<b>L29</b>	<b>Main Library</b>	<b>16,012</b>	<b>13,515</b>
<b>L30</b>	<b>All Branches</b>	<b>10,838</b>	<b>12,070</b>
<b>L31</b>	<b>Bookmobile/Outreach</b>		<b>0</b>
<b>L32</b>	<b>Total (L29 + L30 + L31)</b>	<b>26,850</b>	<b>25,585</b>

**Audiovisual Circulation Other**

<b>L33</b>	<b>Main Library</b>	<b>2,673</b>	<b>1,551</b>
<b>L34</b>	<b>All Branches</b>	<b>1,804</b>	<b>1,022</b>
<b>L35</b>	<b>Bookmobile/Outreach</b>		<b>0</b>
<b>L36</b>	<b>Total (L33 + L34 + L35)</b>	<b>4,477</b>	<b>2,573</b>

**Audiovisual Circulation Total**

<b>L37</b>	<b>Main Library (L21 + L25 + L29 + L33)</b>	<b>25,122</b>	<b>18,804</b>
<b>L38</b>	<b>All Branches (L22 + L26 + L30 + L34)</b>	<b>16,697</b>	<b>14,904</b>
<b>L39</b>	<b>Bookmobile/Outreach (L23 + L27 + L31 + L35)</b>	<b>0</b>	<b>0</b>
<b>L40</b>	<b>Total (L24 + L28 + L32 + L36)</b>	<b>41,819</b>	<b>33,708</b>

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	3,828	1,735
L42	All Branches	1,791	1,471
L43	Bookmobile/Outreach		0
L44	<b>Total (L41 + L42 + L43)</b>	<b>5,619</b>	<b>3,206</b>

#### Total Circulation

L45	<b>Main Library (L13 + L37 + L41)</b>	<b>183,959</b>	<b>148,156</b>
L46	<b>All Branches (L14 + L38 + L42)</b>	<b>141,964</b>	<b>118,203</b>
L47	<b>Bookmobile/Outreach (L15 + L39 + L43)</b>	<b>0</b>	<b>0</b>

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	148,705	128,207
L49	<b>Total Circulation (L16 + L40 + L44 + L48)</b>	<b>474,628</b>	<b>394,566</b>
L50	Successful Retrieval of Electronic Information	14,093	8,216

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	119,550	95,036
L52	All Branches	91,156	72,078
L53	Bookmobile/Outreach		0
L54	<b>Total (L51 + L52 + L53)</b>	<b>210,706</b>	<b>167,114</b>

#### 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	notary services	<i>people helped with notarizing</i>
M2	Use Statistics	1102	833

<b>M1</b>	<b>Other Measures of Library Use</b>	<b>exam proctoring</b>
<b>M2</b>	<b>Use Statistics</b>	<b>20</b>

### Interlibrary Cooperation (N1 - N6)

#### Loaned To

<b>N1</b>	<b>Print</b>	<b>381</b>	<b>265</b>
<b>N2</b>	<b>Nonprint</b>	<b>89</b>	<b>74</b>
<b>N3</b>	<b>Total (N1 + N2):</b>	<b>470</b>	<b>339</b>

#### Borrowed From

<b>N4</b>	<b>Print</b>	<b>1,784</b>	<b>1,085</b>
<b>N5</b>	<b>Nonprint</b>	<b>331</b>	<b>279</b>
<b>N6</b>	<b>Total (N4 + N5):</b>	<b>2,115</b>	<b>1,364</b>

### Programs (O1 - O38)

Please [see long note on Synchronous Program Sessions here](#)

#### PROGRAM SESSIONS

##### The Number of Synchronous (Live) Onsite Program Sessions

<b>O1</b>	<b>Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)</b>	<b>207</b>
<b>O2</b>	<b>Number of Programs Targeted at Elementary School Children (ages 6–12)</b>	<b>56</b>
<b>O3</b>	<b>Number of Programs Targeted at Young Adults (ages 12 to 18)</b>	<b>48</b>
<b>O4</b>	<b>Number of Programs Targeted at Adults (age 19 and older)</b>	<b>57</b>
<b>O5</b>	<b>Number of Programs Targeted at Multiple Age Levels</b>	<b>19</b>
<b>O6</b>	<b>Total Number of Synchronous (Live) Onsite Program Sessions (O1 + O2 + O3 + O4 + O5)</b>	<b>387</b>

##### The Number of Synchronous (Live) Offsite Program Sessions

<b>O7</b>	<b>Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)</b>	<b>8</b>
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<b>O8</b>	<b>Number of Programs Targeted at Elementary School Children (ages 6–12)</b>	<b>17</b>
<b>O9</b>	<b>Number of Programs Targeted at Young Adults (ages 12 to 18)</b>	<b>7</b>
<b>O10</b>	<b>Number of Programs Targeted at Adults (age 19 and older)</b>	<b>5</b>
<b>O11</b>	<b>Number of Programs Targeted at Multiple Age Levels</b>	<b>8</b>
<b>O12</b>	<b>Total Number of Synchronous (Live) Offsite Program Sessions (O7 + O8 + O9 + O10 + O11)</b>	<b>45</b>

### The Number of Synchronous (Live) Virtual Program Sessions

<b>O13</b>	<b>Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)</b>	<b>75</b>
<b>O14</b>	<b>Number of Programs Targeted at Elementary School Children (ages 6–12)</b>	<b>40</b>
<b>O15</b>	<b>Number of Programs Targeted at Young Adults (ages 12 to 18)</b>	<b>25</b>
<b>O16</b>	<b>Number of Programs Targeted at Adults (age 19 and older)</b>	<b>89</b>
<b>O17</b>	<b>Number of Programs Targeted at Multiple Age Levels</b>	<b>0</b>
<b>O18</b>	<b>Total Number of Synchronous (Live) Virtual Program Sessions (O13 + O14 + O15 + O16 + O17)</b>	<b>229</b>

### **PROGRAM ATTENDANCE**

#### Attendance at Synchronous (Live) Onsite Programs

<b>O19</b>	<b>Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)</b>	<b>3,023</b>
<b>O20</b>	<b>Attendance at Programs Targeted at Elementary School Children (ages 6–12)</b>	<b>950</b>
<b>O21</b>	<b>Attendance at Programs Targeted at Young Adults (ages 12 to 18)</b>	<b>628</b>
<b>O22</b>	<b>Attendance at Programs Targeted at Adults (age 19 and older)</b>	<b>468</b>

**O23 Attendance at Programs Targeted at Multiple Age Levels 2,871**

**O24 Total Attendance at Synchronous (Live) Onsite Programs (O19 + O20 + O21 + O22 + O23) 7,940**

**Attendance at Synchronous (Live) Offsite Programs**

**O25 Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6) 721**

**O26 Attendance at Programs Targeted at Elementary School Children (ages 6–12) 5,251**

**O27 Attendance at Programs Targeted at Young Adults (ages 12 to 18) 676**

**O28 Attendance at Programs Targeted at Adults (age 19 and older) 734**

**O29 Attendance at Programs Targeted at Multiple Age Levels 3,375**

**O30 Total Attendance at Synchronous (Live) Offsite Programs (O25 + O26 + O27 + O28 + O29) 10,757**

**Synchronous (Live) Virtual Program Attendance**

**O31 Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6) 693**

**O32 Attendance at Programs Targeted at Elementary School Children (ages 6–12) 620**

**O33 Attendance at Programs Targeted at Young Adults (ages 12 to 18) 92**

**O34 Attendance at Programs Targeted at Adults (age 19 and older) 785**

**O35 Attendance at Programs Targeted at Multiple Age Levels 0**

**O36 Total Synchronous (Live) Virtual Program Attendance (O31 + O32 + O33 + O34 + O35) 2,190**

**O37 Total Number of Recorded Program Presentations 27**

27

<b>O38</b>	<b>Total Views of Recorded Program Presentations within 7 Days</b>	<b>3,302</b>	<b>1,792</b>
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### Self-Directed Activities (Passive Programs) (P1 - P8)

A Self-directed Activity is a planned, independent activity available for a definite time period which introduces participating individuals to any of the broad range of library services or activities which directly provide information to participants. Activities differ from programs in that activities are unstructured and depend on the participation of the attendee to create the experience, rather than a structured presentation offered by librarian to a group at a set time.

Examples of these types of passive activities include DIY stations, craft/activity bags, make and take activity kits, and *Do Science at Home STEAM Kits*.

This does not include informal services such as homework help.

Count all activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities.

Self-directed activities may also have a program component that would be reported in Section O of the report. For example, a program about crafts (report in Section O) may involve constructing objects (report in Section P)

#### Self-Directed Activities (Passive Programs), Children (under age 12)

<b>P1</b>	<b>Number of Programs</b>	<b>126</b>	<b>34</b>
<b>P2</b>	<b>Number of Participants</b>	<b>8,362</b>	<b>4,730</b>

#### Self-Directed Activities (Passive Programs), Young Adult (ages 12 to 18)

<b>P3</b>	<b>Number of Programs</b>	<b>11</b>	<b>9</b>
<b>P4</b>	<b>Number of Participants</b>	<b>596</b>	<b>543</b>

#### Self-Directed Activities (Passive Programs), Other (all ages)

<b>P5</b>	<b>Number of Programs</b>	<b>4</b>	<b>3</b>
<b>P6</b>	<b>Number of Participants</b>	<b>501</b>	<b>58</b>
<b>P7</b>	<b>Total Number of Self-Directed Activities (P1 + P3 + P5)</b>	<b>141</b>	<b>46</b>
<b>P8</b>	<b>Total Participants in Self-Directed Activities (P2 + P4 + P6)</b>	<b>9,459</b>	<b>5,331</b>

### Technology (Q1 - Q5)

<b>Q1</b>	<b>Number of Internet Computers Used by General Public</b>	<b>27</b>	<b>23</b>
<b>Q2</b>	<b>Number of People Formally Trained by Staff to Use Electronic Resources</b>	<b>208</b>	<b>31</b>

<b>Q3</b>	<b>Does the library provide wireless internet access (Wi-Fi) for patrons?</b>	<b>Yes</b>	<b><i>Yes</i></b>
<b>Q4</b>	<b>Wireless Sessions - Annually</b>	<b>46,326</b>	<b><i>29,481</i></b>
<b>Q4a</b>	<b>Reporting Method for Wireless Sessions</b>	<b>CT - Annual Count</b>	<b><i>CT - Annual Count</i></b>
<b>Q5</b>	<b>Website Visits</b>	<b>329,561</b>	<b><i>264,219</i></b>

### **Intellectual Freedom Challenges (R1)**

<b>R1</b>	<b>Number of Intellectual Freedom Challenges</b>	<b>1</b>	<b><i>0</i></b>
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### **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**

**The Library is in year two of a three year strategic plan which includes a goal to expand our physical spaces. We enjoy one large Main branch, but our two smaller branches are in dire need of more square footage. We received a land donation to build a new branch in the Goshen area, as well as a construction grant from KDLA for 3.2 million dollars. The process of building the new branch is well under way. We are closing in on the design phase and plan to break ground in the Spring of 2023 and open the new branch in the Spring of 2024. We are also in the design phase of a renovation to our South branch. The library owns this location that was constructed in 1981. This library facility previously received a small makeover, but this renovation will include not only paint and flooring, but a new layout that will more appropriately serve the current needs of its patrons and staff. Our Library Director resigned in the Spring of 2022; the current branch manager of the South location was promoted to Director. We experienced other staff turnover as many organizations did this past year. Staying fully staffed has been a challenge. We recently started working on a plan to re-open our digital media lab, which closed during the height of the pandemic. The first phase of that included the expansion of a part-time programmer to full-time. The new "Workshop" will have a soft opening on October 1st and**

*Response has been entered.*

**Grand Re-Opening on December 1st. Our library program offerings are returning to pre-pandemic levels, led by an increasingly collaborative programming team that is working hard to balance activities throughout our community, geographically speaking. This team is working to achieve one of our other strategic plan goals which is to build togetherness within our community. Our collection development team continues to work to grow our collection, not necessarily in number but in quality, diversity and representation of ideas. We have weeded greatly in the last couple of years, making our collections more up-to-date and browsable. The selectors have intentionally sought to be more inclusive of authors from all cultures, parts of the world and points of view. We continually seek to expand access, whether it be a greater variety of physical formats or big increases in electronic materials.**

## **Board Policies (T1 - T10)**

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

<b>T1</b>	<b>Board Reimbursement of Expense Policy</b>	<b>Yes</b>	<b>Yes</b>
<b>T2</b>	<b>Conflict of Interest Policy</b>	<b>Yes</b>	<b>Yes</b>
<b>T3</b>	<b>Ethics Policy</b>	<b>Yes</b>	<b>Yes</b>
<b>T4</b>	<b>Fiscal Responsibility Policy</b>	<b>Yes</b>	<b>Yes</b>
<b>T5</b>	<b>Investment Policy</b>	<b>Yes</b>	<b>Yes</b>
<b>T6</b>	<b>Open Records Policy</b>	<b>Yes</b>	<b>Yes</b>
<b>T7</b>	<b>Procurement Code Policy</b>	<b>Yes</b>	<b>Yes</b>

<b>T8</b>	<b>Sponsorship Policy</b>	<b>Yes</b>	<b>No</b>
<b>T9</b>	<b>Trustee Orientation Policy</b>	<b>Yes</b>	<b>Yes</b>
<b>T10</b>	<b>Whistleblower Policy</b>	<b>Yes</b>	<b>Yes</b>

**This Report Has Been Completed by: Julie Wilson**

*Jessica Powell*

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

**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.**

*Response has been entered.*