Boyle County Public Library
2021 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Boyle
A2	Estimated Population	30,060
A3	Library Name	Boyle County Public Library

Street Address

A4	Street Address	307 West Broadway
A5	City	Danville
A6	Zip Code	40422

Mailing Address

A8	Mailing Address	307 West Broadway
A9	City	Danville
A10	Zip Code	40422
A12	Phone	(859) 238-7323

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	$2,042,529
B2	Other	$0
B3	Local Government Revenue Total (B1 + B2):	$2,042,529

State Government Revenue

B4	State Aid Grant	$0
B5	Construction Debt-Assistance Grant	$105,000
B6	Other State Government Revenue	$0
B7	State Government Revenue Total (sum B4 through B6)	$105,000

Federal Government Revenue

B11	LSTA CARES Act Grant	$1,500
B12	Other Federal Government Revenue	$0
B13	Federal Government Revenue Total (B11 + B12)	$1,500

Other Operating Income

B14	Other Operating Revenue	$116,300
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$2,265,329

Operating Expenditures (C1 - C42)
DO NOT REPORT CAPITAL EXPENDITURES IN THIS SECTION. They are reported as Item #C36.

Collection Expenditures

C1	Print Materials	$73,379
C2	Electronic Materials Expenditures	$14,880
C3	Audiovisual Materials	$22,150
C4	Electronic Collections	

	[databases]	$15,074
C5	Other Library Materials	$6,897
C6	Collection Expenditures Total (C1 through C5)	$132,380

Salary Expenditures

C7	Library Director	$65,817
C8	Other Library Personnel	$747,606
C10	Salary Expenditures Total (C7 + C8)	$813,423

Fringe Benefits

C11	Required Fringe Benefits	$65,655
C12	Retirement (Employer's Share)	$45,406
C13	Medical Insurance (Employer's Share)	$171,864
C14	Other	$2,266
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$285,191
C16	Total Staff Expenditures (C10 + C15)	$1,098,614

Other Operations

C17	Building Repair and Maintenance	$31,631
C20	Office Supplies, Program Supplies, Postage	$30,320
C21	Insurance	$13,072
C22	Public Relations	$8,050
C23	Utilities	$42,199
C24	Professional Fees (include professional membership fees)	$5,660
C25	Audit Fee	$5,300
C26	Fiscal Year that Audit	FY 2019-2020

C27	Covers What year was the library's last long range plan adopted?	2017
C28	Repair and Replacement of Furnishings	$4,355
C29	Other	$9,412
C30	Specify	miscellaneous
C33	Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)	$149,999
C34	Bookmobile/Extended Services	$8,172
C35	Continuing Education	$5,849
C36	Operating Expenditures for Electronic Access	$54,585
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	$1,449,599

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	$16,316
C39	Debt Service	$349,021

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
C40b	State - Capital Revenue	$0
C40c	Federal - Capital Revenue	$0
C40d	Other - Capital Revenue	$12,583
C40	Total Capital Revenue (C40a through C40d)	$12,583
C41	Income from loans, bond issues, or other income not reported elsewhere	$0

C42 - Did you spend state aid funds on any of the following? (check all that apply)

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

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?	Yes
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
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
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
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)

D16	Describe the Library's Response to the COVID-19 Pandemic	The library building was open to the public for all of FY2021, albeit with significant health and safety precautions in place. The Bookmobile remained closed to the public for much of the fiscal year, though the outreach staff continued to provide library services to their patrons through other means. We followed the state-recommended Healthy @ Work guidelines closely. During the first half of the year, the in-building staffing was capped at 50% of normal, dropping to 33% of normal mid-year. While challenging, the department managers were highly successful at readjusting work schedules to accommodate these restrictions. We were fortunate to have what seemed to be the perfectly-sized staff(27): Enough employees were able to successfully work remotely so that the staff

whose jobs were tied to being physically in the building could continue working. The remote staff shared in-person duties on a regular rotation so as to share the public service responsibilities. The programming staff decided in January to plan again for a completely virtual Summer Reading Program, since it was impossible to predict the covid19 situation six months in advance. This allowed plenty of time for thorough planning. However, the planning process was complicated by the need for anticipating in-person events, should that become possible. Our Reference Associate compiled an extensive timeline of milestones in the covid19 response, both for the library and for the wider community, both locally and nationally. As the pandemic eased in the spring, health and safety restrictions eased. In mid-March, some of the physical barriers inside the library were removed and limited in-person events, such as tax preparation assistance, resumed. On June 3, the first in-person staff meeting occurred since March 2020. The statewide mask mandate was lifted on June 11, though staff continued to wear masks in public areas of the building in order to protect the unvaccinated children participating in the Summer Reading Program. This practice became optional as staff regularly had to deal with daily harassment from the public over masking. Based on an anonymous staff survey, all but one of the staff, 96%, are fully vaccinated as we close the fiscal year.

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 Dodge Grand Caravan
F2	Owner of Vehicle	locally
F3	Number of Stops in an Average Week	16

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	C6814
G3	Vehicle Year, Make, and Model	2016 Ford Transit 350
G4	Owner of Vehicle	locally
G5	Bookmobile Visits (number of persons entering the bookmobile)	463
G6	Number of Registered Users	687
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)	11
G9a	Sunday - Daily Hours Open to the Public	0

G9b	Monday - Daily Hours Open to the Public	2
G9c	Tuesday - Daily Hours Open to the Public	2
G9d	Wednesday - Daily Hours Open to the Public	2
G9e	Thursday - Daily Hours Open to the Public	2
G9f	Friday - Daily Hours Open to the Public	2
G9g	Saturday - Daily Hours Open to the Public	0
G9.1	Number of Weeks Bookmobile was Closed Due to COVID-19	0
G9.2	Number of Weeks Bookmobile Had Limited Occupancy Due to COVID-19	30
G9.3	Number of Weeks Bookmobile is Open	22
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	22.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	10.00
G11	Number of Bookmobiles	1

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 | Boyle County Public Library |

H2	Street Address	307 West Broadway
H3	City	Danville
H4	Zip Code	40422
H6	Phone	(859) 238-7323
H8	Square Footage	43,910
H11	Number of Meetings Held	305
H12	Library Visits	50,857
H12a	Library Visits Reporting Method	CT - Annual Count
H13	Number of Registered Users	17,720
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	9,493
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
H15	Reference Transactions	1,259
H15a	Reference Transactions Reporting Method	CT - Annual Count
Hours Open to the Public		
H16a	Sunday Opening Time	0
H16b	Sunday Closing Time	0
H16c	Hours	0.00
H16d	Monday Opening Time	9:30 am
H16e	Monday Closing Time	5:30 pm
H16f	Hours	8.00
H16g	Tuesday Opening Time	9:30 am
H16h	Tuesday Closing Time	5:30 pm
H16i	Hours	8.00
H16j	Wednesday Opening Time	9:30 am
H16k	Wednesday Closing	

	Time	5:30 pm
H16l	Hours	8.00
H16m	Thursday Opening Time	9:30 am
H16n	Thursday Closing Time	5:30 pm
H16o	Hours	8.00
H16p	Friday Opening Time	9:30 am
H16q	Friday Closing Time	5:30 pm
H16r	Hours	8.00
H16s	Saturday Opening Time	10:00 am
H16t	Saturday Closing Time	5:00 pm
H16u	Hours	7.00
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	47.00
H17.2	Number of Weeks Main Library was Closed Due to COVID-19	0
H17.3	Number of Weeks Main Library Had Limited Occupancy Due to COVID-19	16
H18	Number of Weeks Main Library is Open	36

H19 Does your library have a Friends group?

Yes	Yes
No	No

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	43,910
I2	Branch Libraries (sum of E8 branch data)	0
I3	Total (I1 + I2)	43,910

Number of Meetings Held

I10	Main Library (from H11)	305
I11	Branch Libraries (sum of E11 branch data)	0
I12	Total (I10 + I11)	305

Library Visits

I13	Main Library (from H12)	50,857
I14	Branch Libraries (sum of E12 branch data)	0
I15	Bookmobiles (sum of G5 branch data)	463
I16	Total (I13 + I14 + I15)	51,320

Number of Registered Users

I17	Main Library (from H13)	17,720
I18	Branch Libraries (sum of E13 branch data)	0
I19	Bookmobiles (sum of G6 branch data)	687
I20	Total (I17 + I18 + I19)	18,407

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

I21	Main Library (from H14)	9,493
I22	Branch Libraries (sum of E14 branch data)	0
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	9,493

Reference Transactions

I25	Main Library (from H15)	1,259
I26	Branch Libraries (sum of E15 branch data)	0
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	1,259

Public Service Hours per Year

I29	Main Library (H17 * H18)	1,692.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	0.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	220.00
I32	Total (I29 + I30 + I31)	1,912.00

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	8.50
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	.0
J3	Number of Librarians with a Master's Degree NOT in Library Science	1.20
J4	Number of Librarians with a Bachelor's Degree in Library	.0

	Science	
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	3.65
J6	Number of Librarians with Less Than a Bachelor's Degree	11.05
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	24.40
J8	All Other Paid Staff	1.00
J9	Total Paid Employees (J7 + J8):	25.40

Library Collection (K1 -K17)

Book Collection

K1	Adult Books (over age 18)	84,589
K2	Young Adult Books (ages 12 to 18)	3,024
K3	Children's Books (under age 12)	44,574
K4	Total (K1 + K2 + K3)	132,187

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	173,177

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	10
K7b	State (State Government or State Library) ** Include **66 KYVL** databases **	66
K7	Total Electronic Collections [databases] (K7a+K7b)	76
K9	Audio - Physical Units	10,866
K10	Audio - Downloadable Units	49,201
K13	Video - Physical Units	9,234
K14	Video - Downloadable Units	1,990
K15	Other Material in Collection	777
K16	Current Print Serial Subscriptions	67
K17	Book/Serial Volumes (K4 + K16)	132,254

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	35,924
L2	All Branches	0
L3	Bookmobile/Outreach	6,363
L4	Total (L1 + L2 + L3)	42,287

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	2,229
L6	All Branches	0
L7	Bookmobile/Outreach	0
L8	Total (L5 + L6+ L7)	2,229

Book Circulation, Children's (under age 12)

L9	Main Library	30,661
L10	All Branches	0
L11	Bookmobile/Outreach	3,218
L12	Total (L9 + L10+ L11)	33,879

Book Circulation Total

L13	Main Library (L1 + L5 + L9)	68,814
L14	All Branches (L2 + L6 + L10)	0
L15	Bookmobile/Outreach (L3 + L7 + L11)	9,581
L16	Total (L4 + L8 + L12)	78,395

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	2,338
L22	All Branches	0
L23	Bookmobile/Outreach	776
L24	Total (L21 + L22 + L23)	3,114

Audiovisual Circulation Other Audio

L25	Main Library	527
L26	All Branches	0
L27	Bookmobile/Outreach	0
L28	Total (L25 + L26 + L27)	527

Audiovisual Circulation Videos

L29	Main Library	11,638
L30	All Branches	0
L31	Bookmobile/Outreach	39
L32	Total (L29 + L30 + L31)	11,677

Audiovisual Circulation Other

L33	Main Library	0
L34	All Branches	0
L35	Bookmobile/Outreach	0
L36	Total (L33 + L34 + L35)	0

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	14,503
L38	All Branches (L22 + L26 + L30 + L34)	0
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	815
L40	Total (L24 + L28 + L32 + L36)	15,318

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	250
L42	All Branches	0
L43	Bookmobile/Outreach	480
L44	Total (L41 + L42 + L43)	730

Total Circulation

L45	Main Library (L13 + L37 + L41)	83,567
L46	All Branches (L14 + L38 + L42)	0
L47	Bookmobile/Outreach (L15 + L39 + L43)	10,876

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	52,020
L49	Total Circulation (L16 + L40 + L44 + L48)	146,463
L50	Successful Retrieval of Electronic Information	5,118

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	37,954
L52	All Branches	0
L53	Bookmobile/Outreach	3,218
L54	Total (L51 + L52 + L53)	41,172

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	3384
M2	Use Statistics	In House Usage

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	1,464
N2	Nonprint	0
N3	Total (N1 + N2):	1,464

Borrowed From

N4	Print	272
N5	Nonprint	0
N6	Total (N4 + N5):	272

Programs (O1 - O66)

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.

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	6
O2	All Branches	0
O3	Bookmobile/Outreach	30
O4	Total (O1 + O2 + O3)	36

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	400
O6	All Branches	0
O7	Bookmobile/Outreach	360

O8   Total (O5 + O6 + O7) 760

Elementary School - *number of programs*

O17   Main Library   11
O18   All Branches   0
O19   Bookmobile/Outreach 0
O20   Total (O17 + O18 + O19)   11

Elementary School - *number of attendees*

O21   Main Library   345
O22   All Branches   0
O23   Bookmobile/Outreach 0
O24   Total (O21 + O22 + O23)   345

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

O25   Main Library   1
O26   All Branches   0
O27   Bookmobile/Outreach 0
O28   Total (O25 + O26 + O27)   1

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

O29   Main Library   7
O30   All Branches   0
O31   Bookmobile/Outreach 0
O32   Total (O29 + O30 + O31)   7

Adult Programs - *number of programs*

O33   Main Library   38
O34   All Branches   0
O35   Bookmobile/Outreach 0
O36   Total (O33 + O34 + O35)   38

Adult Programs - *number of attendees*

O37   Main Library   2,111
O38   All Branches   0
O39   Bookmobile/Outreach 0
O40   Total (O37 + O38 + O39)   2,111

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

O41	Main Library	5
O42	All Branches	0
O43	Bookmobile/Outreach	0
O44	Total (O41 + O42 + O43)	5

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

O45	Main Library	365
O46	All Branches	0
O47	Bookmobile/Outreach	0
O48	Total (O45 + O46 + O47)	365

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	61
O50	All Branches (O2 + O18 + O26 + O34 + O42)	0
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	30
O52	Total (O4 + O20 + O28 + O36 + O44)	91

Number of Live In–Person Program Sessions (Onsite and Offsite)

The number of live in–person program sessions (#O55) must be equal to the Total Number of Programs that was calculated above, in item #O52

O53	Number of Live In–Person Onsite Program Sessions	61
O54	Number of Live In–Person Offsite Program Sessions	30
O55	Total Live In–Person Program Sessions (O53 + O54)	91

Total Program Attendance:

| O56 | Main Library (O5 + O21 + O29 + O37 + O45) | 3,228 |

O57	All Branches (O6 + O22 + O30 + O38 + O46)	0
O58	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	360
O59	Total (O8 + O24 + O32 + O40 + O48)	3,588

Live Program Attendance (Onsite and Offsite)

Live Program Attendance (O62) must be equal to the Total Program Attendance that was calculated above, in item #O59.

O60	Live In–Person Onsite Program Attendance	2,863
O61	Live In–Person Offsite Program Attendance	360
O62	Total Live In–Person Program Attendance (O60 + O61)	3,223

Virtual Programs

O63	Number of Live Virtual Program Sessions	213
O64	Virtual Program Attendance	4,653
O65	Total Views of Recorded Program Presentations within 7 Days	3,183
O66	Total Number of Recorded Program Presentations	209

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 (Passive Programs), Children (under age 12)

P1	Number of Programs	156
P2	Number of Participants	3,838

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

P3	Number of Programs	24
P4	Number of Participants	170

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

P5	Number of Programs	30
P6	Number of Participants	1,937
P7	Total Number of Self-Directed Activities (P1 + P3 + P5)	210
P8	Total Participants in Self-Directed Activities (P2 + P4 + P6)	5,945

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	15
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	7
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes

Q4	Wireless Sessions - Annually	36,347
Q4a	Reporting Method for Wireless Sessions	CT - Annual Count
Q5	Website Visits	90,727

Intellectual Freedom Challenges (R1)

| R1 | Number of Intellectual Freedom Challenges | 0 |

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 Covid19 pandemic continued to create challenges and provide opportunities for services and operations during Fiscal Year 2021. The uncertainty of the situation led the library to budget conservatively for the fiscal year, more so than has been done in the past. The management team and administration monitored the sometimes rapidly changing health and safety requirements as part of the Healthy @ Work guidelines. The library was well-placed to respond to the in-building staffing limitations, allowing everyone on staff to be successfully employed and engaged all year. By March 2021, some restrictions eased and the intense pandemic modifications to the building interior and to operational procedures were slowly reversed. The changing work flow provided some excellent opportunities to tackle projects that would otherwise have taken much longer to launch. The Outreach department planned and implemented the Sweet Reads program, aimed at encouraging reluctant library users and providing truly barrier-free services. The Reference department devoted intense, focused efforts at developing, cataloging, and in some cases digitizing the library's archival materials. While this project is not nearly completed, the work done during 2020 and 2021 will allow the library to |

launch on online archive collection. The library Board approved a fine amnesty initiative and then elevated the program to permanent status as a significant step toward removing barriers to library services, not only for members of the community most severely impacted by covid19, but for everyone. The library received two large grants to support library services and received several significant donations from bequests and unsolicited gifts. The library began some building renovations by starting a building-wide carpet replacement project. The staff underwent some change and growth with the intention of building our human resources as we undertake new initiatives in services and programming. The budget adopted for the coming fiscal year of 2022 is proactive and includes funding for expanding initiatives begun during fiscal year 2021 in both Outreach and Public Services. As the fiscal year ended, the library contracted with Sirsi Dynix for a major conversion of the library's automation system, which is a critical piece at the heart of managing library operations. The new system will launch in January 2022, so the staff will spend the first half of FY2022 in intensive preparation of data and policy review for the upgrade. As fiscal year 2021 ends, the library is in a growth mode in almost all department and anticipates the infrastructural changes underway will provide the foundation for expanded services to the public.

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 |
| T2 | Conflict of Interest Policy | Yes |

T3	Ethics Policy	Yes
T4	Fiscal Responsibility Policy	Yes
T5	Investment Policy	Yes
T6	Open Records Policy	Yes
T7	Procurement Code Policy	Yes
T8	Sponsorship Policy	Yes
T9	Trustee Orientation Policy	Yes
T10	Whistleblower Policy	Yes
	This Report Has Been Completed by:	Georgia de Araujo
	Does your library collect a statistic that you think other Kentucky libraries should collect?	Curbside requests (both number of requests and circulation through curbside service) Volunteer hours (hours provided by community volunteers)
	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.	Reporting the program statistics for this year is very complicated and going to be highly inaccurate, unfortunately. Going forward we will track program statistics according to the new annual report data points, but for this year's report, it's mostly a somewhat educated guess.