Boyle County Public Library
2022 Kentucky Annual Report of Public Libraries

General Information (A1 - A12)

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	$2,081,214
B2	Other	$0
B3	Local Government Revenue Total (B1 + B2):	$2,081,214

State Government Revenue

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

Federal Government Revenue

B11a	LSTA CARES Act Grant	$0
B11b	ARPA Grant	$7,443
B12	Other Federal Government Revenue	$0

B13   Federal Government Revenue Total $7,443
(B11a + B11b + B12)

Other Operating Income

B14   Other Operating Revenue $137,156

B15   Total Operating Revenue (B3 + B7 + $2,330,813
B13 + B14):

Operating Expenditures (C1 - C41)
DO NOT REPORT CAPITAL EXPENDITURES IN THIS SECTION. They are reported as Item #C36.

Collection Expenditures

C1   Print Materials $97,984

C2   Electronic Materials Expenditures $19,947

C3   Audiovisual Materials $18,588

C4   Electronic Collections [databases] $15,597

C5   Other Library Materials $6,498

C6   Collection Expenditures Total (C1 $158,614
through C5)

Salary Expenditures

C7   Library Director $80,000

C7a   Years as Director at Current Library   9.0
(ex: 1.5)

C8   Other Library Personnel $826,894

C10   Salary Expenditures Total (C7 + C8) $906,894

Fringe Benefits

C11	Required Fringe Benefits	$71,196
C12	Retirement (Employer's Share)	$52,217
C13	Medical Insurance (Employer's Share)	$176,440
C14	Other	$2,289
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$302,142
C16	Total Staff Expenditures (C10 + C15)	$1,209,036

Other Operations

C17	Building Repair and Maintenance	$54,041
C20	Office Supplies, Program Supplies, Postage	$59,174
C21	Insurance	$17,199
C22	Public Relations	$14,353
C23	Utilities	$50,938
C24	Professional Fees (include professional membership fees)	$7,325
C25	Audit Fee	$5,300
C26	Fiscal Year that Audit Covers	FY 2020-2021
C27	What year was the library's last long range plan adopted?	2017

C28   Repair and Replacement of $50,264
Furnishings

Federal: FY22 expenses in this category are much higher than last year due to carpet replacement on two levels of the library.

C29   Other $3,913

C30   Specify   Miscellaneous expenses, including wire transfer fee, new check/deposit slip orders, ads for job postings, assorted minimal expenses

C33   Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29) $262,507

C34   Bookmobile/Extended Services $6,527

C35   Continuing Education $5,836

C36   Operating Expenditures for Electronic Access $55,577

C37   Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36): $1,698,097

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 $5,473

C39	Debt Service	$348,425

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
C40b	State - Capital Revenue	$0
C40c	Federal - Capital Revenue	$0
C40d	Other - Capital Revenue	$19,946
C40	Total Capital Revenue (C40a through C40d)	$19,946
C41	Income from loans, bond issues, or other income not reported elsewhere	$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
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   Yes
registration for library cards online without
having to come to the library <u>during</u> the
Coronavirus (COVID-19) pandemic?

D6   Did the library provide reference   Yes
service via the Internet or telephone when the
building was physically closed to the public
during the Coronavirus (COVID-19) pandemic?

D7   Did the library provide 'outside'   Yes
service for circulation of physical materials at
one or more outlets during the Coronavirus
(COVID-19) pandemic?

D11   Did the library intentionally provide   Yes
Wi-Fi Internet access to users outside the
building at one or more outlets during the
Coronavirus (COVID-19) pandemic?

D12   Did the library increase access to Wi-   Yes
Fi Internet access to users outside the building
at one or more outlets during the Coronavirus
(COVID-19) pandemic?

D13   Did library staff work for other   No
government agencies or nonprofit organizations
instead of, or in addition to, their normal duties
during the Coronavirus (COVID-19) pandemic?

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

D16   Describe the Library's Response to the   During FY2022 the Library
COVID-19 Pandemic   worked to ease any restrictions
that were put in place during
the initial year of the Covid19
pandemic. As state and local
guidance allowed for increased
activity, for modified social
distancing, and for changes in
masking policies, the Library
staff changed procedures and
modified the physical space
inside the building to safely
allow for easing of health and
safety requirements. The
Library encouraged all staff
who were eligible and willing
to be vaccinated to do so. As
weather permitted, staging
library activities outside was
done. Signage regarding
current policies and
procedures were modified as
conditions warranted.

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)	3,837

Federal: Large increase in bookmobile visits this year due to changes in Outreach department staffing, changes to weekly and bi-weekly schedules, and improving tracking procedures for patrons utilizing the bookmobile and outreach services.

G6	Number of Registered Users	725
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0
G8	Reference Transactions	4
G9	Hours on the Road Per Week (but not serving patrons)	6
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	0
G9.3	Number of Weeks Bookmobile is Open	52
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	52.00
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	141

Federal: Tracking process for this statistic was reviewed for accuracy and modified at the beginning of FY22.

H12	Library Visits	65,481
H12a	Library Visits Reporting Method	CT - Annual Count
H13	Number of Registered Users	18,198
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	9,374
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
H15	Reference Transactions	1,602
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	8:00 pm
H16i	Hours	10.50
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	8:00 pm
H16o	Hours	10.50
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)	52.00

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   0
Closed Due to COVID-19

H17.3   Number of Weeks Main Library Had   0
Limited Occupancy Due to COVID-19

H18   Number of Weeks Main Library is   52
Open

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   0
data)

I3   Total (I1 + I2)   43,910

Number of Meetings Held

I10   Main Library (from H11)   141

I11   Branch Libraries (sum of E11 branch   0
data)

I12   Total (I10 + I11)   141

Library Visits

I13   Main Library (from H12)   65,481

I14   Branch Libraries (sum of E12 branch   0
data)

I15   Bookmobiles (sum of G5 branch data)   3,837

I16   Total (I13 + I14 + I15)   69,318

Number of Registered Users

I17   Main Library (from H13)   18,198

I18   Branch Libraries (sum of E13 branch   0
data)

I19   Bookmobiles (sum of G6 branch data)   725

I20   Total (I17 + I18 + I19)   18,923

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

I21   Main Library (from H14)   9,374

I22   Branch Libraries (sum of E14 branch   0
data)

I23   Bookmobiles (sum of G7 branch data)   0

I24   Total (I21 + I22 + I23)   9,374

Reference Transactions

I25   Main Library (from H15)   1,602

I26   Branch Libraries (sum of E15 branch   0
data)

I27   Bookmobiles (sum of G8 branch data)   4

I28   Total (I25 + I26 + I27)   1,606

Public Service Hours per Year

I29   Main Library (sum of (H17.3 + H18) *   2,704.00
H17)

I30   Branch Libraries (sum of (E17.2 +   0.00
E17.3) * E17)

I31   Bookmobiles (sum of (G9.2 + G9.3) *   520.00
G10)

I32   Total (I29 + I30 + I31)   3,224.00

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   6.50
Accredited Master's Degree in Library Science

J2   Librarians without an ALA Accredited   16.6
Master's Degree in Library Science

J3   Total Librarians (J1 + J2):   23.10

J4   All Other Paid Staff   1.00

J5   Total Paid Employees (J3 + J4):   24.10

Library Collection (K1 -K17)

Book Collection

K1   Adult Books (over age 18)   76,667

Federal: Staff performed a significant weeding project in both adult fiction and non-fiction.

K2   Young Adult Books (ages 12 to 18)   3,995

K3   Children's Books (under age 12)   34,482

Federal: Staff performed a significant weeding project in the juvenile collection during the year.

K4   Total (K1 + K2 + K3)   115,144

Digital or Audiovisual Materials

K6   Electronic Books (E-Books)   229,005

Federal: Review of our holdings with E-book vendors determined previous year totals may have been incomplete. FY22 totals include all E-book collections.

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   9

K7b   State (State Government or State   66
Library) ** Include 66 **KYVL databases** **

K7   Total Electronic Collections   75
[databases] (K7a+K7b)

K9   **Audio - Physical Units**   8,422

K10   **Audio - Downloadable Units**   76,217

Federal: Review of holdings with downloadable resource vendors indicated that holdings reported in previous years may have been incomplete. FY22 counts include all downloadable audio collections.

K13   **Video - Physical Units**   8,528

K14   **Video - Downloadable Units**   2,080

K15   **Other Material in Collection**   692

K16   **Current Print Serial Subscriptions**   67

K17   **Book/Serial Volumes (K4 + K16)**   115,211

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**   40,082

L2   **All Branches**   0

L3	Bookmobile/Outreach	7,077
L4	Total (L1 + L2 + L3)	47,159

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	3,449
L6	All Branches	0
L7	Bookmobile/Outreach	0
L8	Total (L5 + L6+ L7)	3,449

Book Circulation, Children's (under age 12)

L9	Main Library	44,007
L10	All Branches	0
L11	Bookmobile/Outreach	4,204
L12	Total (L9 + L10+ L11)	48,211

Book Circulation Total

L13	Main Library (L1 + L5 + L9)	87,538
L14	All Branches (L2 + L6 + L10)	0
L15 L11)	Bookmobile/Outreach (L3 + L7 +	11,281
L16	Total (L4 + L8 + L12)	98,819

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	2,593
L22	All Branches	0
L23	Bookmobile/Outreach	504
L24	Total (L21 + L22 + L23)	3,097

Audiovisual Circulation Other Audio

L25	Main Library	910
L26	All Branches	0
L27	Bookmobile/Outreach	4
L28	Total (L25 + L26 + L27)	914

Audiovisual Circulation Videos

L29	Main Library	17,650
L30	All Branches	0
L31	Bookmobile/Outreach	278
L32	Total (L29 + L30 + L31)	17,928

Audiovisual Circulation Other

L33	Main Library	89
L34	All Branches	0

| L35 | Bookmobile/Outreach | 0 |

| L36 | Total (L33 + L34 + L35) | , 89 |

Audiovisual Circulation Total

| L37 | Main Library (L21 + L25 + L29 + L33) | 21,242 |

| L38 | All Branches (L22 + L26 + L30 + L34) | 0 |

| L39 | Bookmobile/Outreach (L23 + L27 + L31 + L35) | 786 |

| L40 | Total (L24 + L28 + L32 + L36) | 22,028 |

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 | 237 |

| L42 | All Branches | 0 |

| L43 | Bookmobile/Outreach | 649 |

| L44 | Total (L41 + L42 + L43) | 886 |

Total Circulation

| L45 | Main Library (L13 + L37 + L41) | 109,017 |

| L46 | All Branches (L14 + L38 + L42) | 0 |

| L47 | Bookmobile/Outreach (L15 + L39 + L43) | 12,716 |

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	53,393
L49	Total Circulation (L16 + L40 + L44 + L48)	175,126
L50	Successful Retrieval of Electronic Information	11,979

Federal: Focused marketing of specific databases helped increase database usage.

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	48,530
L52	All Branches	0
L53	Bookmobile/Outreach	4,384
L54	Total (L51 + L52 + L53)	52,914

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	in-house print usage (bks, newspaper)
M2	Use Statistics	2,085
M1	Other Measures of Library Use	Sweet Reads book project

M2	Use Statistics	2,161
M1	Other Measures of Library Use	misc services to patrons (proctor,chat,digital,memory lab,notary)
M2	Use Statistics	4170

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	1,598
N2	Nonprint	0
N3	Total (N1 + N2):	1,598

Borrowed From

N4	Print	356
N5	Nonprint	0
N6	Total (N4 + N5):	356

Programs (O1 - O38)

Please see long note on Synchronous Program Sessions here

PROGRAM SESSIONS

The Number of Synchronous (Live) Onsite Program Sessions

O1	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	67
O2	Number of Programs Targeted at Elementary School Children (ages 6–12)	740
O3	Number of Programs Targeted at Young Adults (ages 12 to 18)	78

O4　　Number of Programs Targeted at　123
Adults (age 19 and older)

O5　　Number of Programs Targeted at　61
Multiple Age Levels

O6　　Total Number of Synchronous (Live)　1,069
Onsite Program Sessions (O1 + O2 + O3 +
O4 + O5)

The Number of Synchronous (Live) Offsite Program Sessions

O7　　Number of Programs Targeted at　7
Infants, Toddlers, and Preschoolers (under
age 6)

O8　　Number of Programs Targeted at　27
Elementary School Children (ages 6–12)

O9　　Number of Programs Targeted at　2
Young Adults (ages 12 to 18)

O10　　Number of Programs Targeted at　3
Adults (age 19 and older)

O11　　Number of Programs Targeted at　4
Multiple Age Levels

O12　　Total Number of Synchronous (Live)　43
Offsite Program Sessions (O7 + O8 + O9 +
O10 + O11)

The Number of Synchronous (Live) Virtual Program Sessions

O13　　Number of Programs Targeted at　34
Infants, Toddlers, and Preschoolers (under
age 6)

O14　　Number of Programs Targeted at　31
Elementary School Children (ages 6–12)

O15   Number of Programs Targeted at   8
Young Adults (ages 12 to 18)

O16   Number of Programs Targeted at   10
Adults (age 19 and older)

O17   Number of Programs Targeted at   141
Multiple Age Levels

O18   Total Number of Synchronous (Live) 224
Virtual Program Sessions (O13 + O14 + O15
+ O16 + O17)

PROGRAM ATTENDANCE

Attendance at Synchronous (Live) Onsite Programs

O19   Attendance at Programs Targeted at 2,058
Infants, Toddlers, and Preschoolers (under
age 6)

O20   Attendance at Programs Targeted at 1,855
Elementary School Children (ages 6–12)

O21   Attendance at Programs Targeted at 600
Young Adults (ages 12 to 18)

O22   Attendance at Programs Targeted at 2,101
Adults (age 19 and older)

O23   Attendance at Programs Targeted at 2,932
Multiple Age Levels

O24   Total Attendance at Synchronous   9,546
(Live) Onsite Programs (O19 + O20 + O21 +
O22 + O23)

Attendance at Synchronous (Live) Offsite Programs

O25   Attendance at Programs Targeted at 79
Infants, Toddlers, and Preschoolers (under
age 6)

O26   Attendance at Programs Targeted at 1,467
Elementary School Children (ages 6–12)

O27   Attendance at Programs Targeted at 75
Young Adults (ages 12 to 18)

O28   Attendance at Programs Targeted at 68
Adults (age 19 and older)

O29   Attendance at Programs Targeted at 200
Multiple Age Levels

O30   Total Attendance at Synchronous   1,889
(Live) Offsite Programs (O25 + O26 + O27 +
O28 + O29)

Synchronous (Live) Virtual Program Attendance

O31   Attendance at Programs Targeted at 74
Infants, Toddlers, and Preschoolers (under
age 6)

O32   Attendance at Programs Targeted at 64
Elementary School Children (ages 6–12)

O33   Attendance at Programs Targeted at 24
Young Adults (ages 12 to 18)

O34   Attendance at Programs Targeted at 64
Adults (age 19 and older)

O35   Attendance at Programs Targeted at 129
Multiple Age Levels

O36   Total Synchronous (Live) Virtual   355
Program Attendance (O31 + O32 + O33 +
O34 + O35)

O37   Total Number of Recorded Program 224
Presentations

O38   Total Views of Recorded Program   1,079
Presentations within 7 Days

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)

P1   Number of Programs   67

P2   Number of Participants   2,172

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

P3   Number of Programs   12

P4   Number of Participants   253

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

P5   Number of Programs   20

P6   Number of Participants   988

P7   Total Number of Self-Directed   99
Activities (P1 + P3 + P5)

P8   Total Participants in Self-Directed   3,413
Activities (P2 + P4 + P6)

Technology (Q1 - Q5)

Q1   Number of Internet Computers   19
Used by General Public

Q2   Number of People Formally Trained   25
by Staff to Use Electronic Resources

Q3   Does the library provide wireless   Yes
internet access (Wi-Fi) for patrons?

Q4   Wireless Sessions - Annually   38,404

Q4a   Reporting Method for Wireless   CT - Annual Count
Sessions

Q5   Website Visits   92,478

Intellectual Freedom Challenges (R1)

R1   Number of Intellectual Freedom   0
Challenges

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

FY2022 was another pandemic year, this time a year of expanding and opening rather than pulling back. It was challenging to reverse the processes we had spent a full year putting in place. As health and safety guidelines eased, we cautiously loosened some of our Covid19 protocols. This was sometimes hard to do. Everyone on staff was a little traumatized by portions of the public being antagonistic toward continued precautions. Striking a balance between safety and evidence-based easing of restrictions was challenging. Perhaps the best way to describe it was fatigue with constant change. The most significant event of the fiscal year was the planning and implementation for a new ILS system. Our previous system had been in place well over a decade. The planning involved most of the staff as we had to review so many policies and procedures related to the circulation of materials and many services to our patrons. This was a good thing because it made us realize much of what we did and how we did it was simply based on habit. The ILS transition made us consider our service to our patrons and how we accomplished that. While the reassessment was good, it was another arena of change for the staff. A second significant series of events involved staffing changes. The latter half of the fiscal year brought some

unexpected staffing changes. Two key positions were vacated due to one staff member moving elsewhere and one staff member taking a library job elsewhere. Another key staff member retired after 35 years of service. These three openings were in three different departments: Tech Services, Outreach, and Youth Services. All departments were impacted as we had to make temporary arrangements to cover a variety of duties. This remains a challenge for the coming fiscal year, as all three of these positions remain unfilled as we advertise for candidates in an unfavorable hiring environment. The coming fiscal year will bring more change and opportunity. The library board undertook a visioning process during FY22, which will inform our next Strategic Plan, to be completed in the first half of FY23. We feel hopeful that we will fill our three open positions, but know that will require time and training as the staff welcomes so many new members.

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?	Not currently.
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.	This year's reporting was easier--thank you for simplifying the Staff section (regarding educational attainment). Second year of reporting the new breakdowns in live, virtual, and passive programming was easier. What is the significance of the unnatural breakdown of bookmobile hours "on the road but not serving public"? Keeping track of the driving vs. serving hours has always been very odd, as if actually driving the vehicle isn't really "working."