Madison County Public Library
2012 Kentucky Annual Report of Public Libraries

		CURRENT YEAR	*PREVIOUS YEAR*

General Information (A1 - A16)

A1	County	Madison	*Madison*
A2	Estimated Population	84,188	*82,916*
A3	Library Name	Madison County Public Library	*Madison County Public Library*
Street Address			
A4	Street Address	507 West Main Street	*507 West Main Street*
A5	City	Richmond	*Richmond*
A6	Zip Code	40475	*40475*
Mailing Address			
A8	Mailing Address	507 West Main Street	*507 West Main Street*
A9	City	Richmond	*Richmond*
A10	Zip Code	40475	*40475*
A12	Phone	8596236704	*8596236704*
Tax Rates (expressed as per $100; i.e., 20.0 or 3.75)			
A14	Real	5.6	*5.60*
A15	Personal	12	*15.14*
A16	Motor Vehicle/Water Craft	3.5	*3.50*

Operating Revenue (B1 - B24)

DO NOT REPORT CAPITAL REVENUE IN THIS SECTION. They are reported as Item #C37. <u>Examples of revenue to be used for major capital expenditures</u> 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 C28 or C30). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B15)). 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	$2,797,622	*$2,866,091*
B2	Other	$0	*$0*
B3	Local Government Revenue Total (B1 + B2):	$2,797,622	*$2,866,091*
State Government Revenue			
B4	State Aid Grant	$40,963	*$41,119*
B5	Construction Debt-Assistance Grant	$0	*$0*
B6	Institutions Grant	$0	*$0*

B7	Other State Government Revenue	$0	*$0*
B8	State Government Revenue Total (sum B4 through B7)	$40,963	*$41,119*
Federal Government Revenue			
B9	BTOP Infrastructure Grant	$0	
B10	Prime Time Family Reading Time	$0	*$0*
B11	Continuing Education Grant	$0	*$0*
B12	Library Programming Grant	$0	*$0*
B13	Other Federal Government Revenue	$7,000	*$0*
B14	Federal Government Revenue Total (sum B9 through B13)	$7,000	*$0*
B15	Other Operating Revenue	$200,598	*$108,950*
B16	Total Operating Revenue (B3 + B8 + B14 + B15):	$3,046,183	*$3,016,160*

Operating Expenditures (C1 - C38)

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

Collection Expenditures			
C1	Print Materials	$185,511	*$138,222*
C2	Electronic Materials Expenditures	$5,400	*$5,400*
C3	Audiovisual Materials	$63,702	*$65,555*
C4	Databases	$51,405	*$32,748*
C5	Other Library Materials	$0	*$0*
C6	Collection Expenditures Total (C1 through C5)	$306,018	*$241,925*
Salary Expenditures			
C7	Library Director	$64,177	*$55,385*
C8	Other Certified Library Personnel	$595,813	*$576,568*
C9	Other Non-Certified Library Personnel	$254,778	*$123,859*
C10	Salary Expenditures Total (C7 + C8 + C9)	$914,768	*$755,812*
Fringe Benefits			
C11	Required Fringe Benefits	$75,253	*$57,859*
C12	Retirement (Employer's Share)	$146,275	*$114,615*
C13	Medical Insurance (Employer's Share)	$135,747	*$125,068*
C14	Other		*N/A*
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$357,275	*$297,542*
C16	Total Staff Expenditures (C10 + C15)	$1,272,043	*$1,053,354*
Other Operations			
C17	Building Repair	$7,400	*$27,332*
C18	Building Maintenance	$88,454	*$61,431*
C19	Telephone Voice Line(s) Only	$3,833	*$5,870*
C20	Office Supplies, Program Supplies, Postage	$89,604	*$67,935*
C21	Insurance	$30,494	*$27,913*
C22	Public Relations	$16,424	*$12,926*
C23	Utilities	$54,220	*$43,767*
C24	Professional Fees	$18,908	*$13,789*
C25	Audit Fee	$4,950	*$4,850*
C26	Fiscal Year that Audit Covers	FY 2010-2011	*FY 2009-2010*
C27	Repair and Replacement of Furnishings	$0	*$550*
		$38,954	*$37,865*

Code	Item		
C28	Other		
C29	Specify	rent and fees and telecommunications	*Rent and Fees*
C30	Other	$49,216	*$62,246*
C31	Specify	circulation and processing	*Circulation and Processing*
C32	**Total Other Operating Expenditures (C17 + C18 + C19 + C20 + C21 + C22 + C23 + C24 + C25 + C27 + C28 + C30)**	$402,457	*$366,474*
C33	Bookmobile/Extended Services	$11,618	*$8,545*
C34	Continuing Education	$10,011	*$8,845*
C35	Operating Expenditures for Electronic Access	$48,452	*$38,271*
C36	**Total Operating Expenditures (C6 + C16 + C32 + C33 + C34 + C35):**	$2,050,599	*$1,717,414*

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

Code	Item		
C37	Capital Outlay Expenditures	$77,289	*$72,622*

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

Code	Item		
C38a	Local - Capital Revenue	$0	*$0*
C38b	State - Capital Revenue	$0	*$0*
C38c	Federal - Capital Revenue	$0	*$0*
C38d	Other - Capital Revenue	$0	*$0*
C38	**Total Capital Revenue (C38a through C38d)**	$0	*$0*

Branch Libraries (E1- E18)

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.

Code	Item		
E1	Branch Library Name	Madison County Public Library, Berea	*Madison County Public Library, Berea*

Cell	Field	Value	Value
E2	Street Address	319 Chestnut Street	*319 Chestnut Street*
E3	City	Berea	*Berea*
E4	Zip Code	40403	*40403*
E6	Phone	(859) 986-7112	*(859) 986-7112*
E7	Fax	(859) 986-7208	*(859) 986-7208*
E8	Square Footage	11,254	*11,254*
E9	Meeting Room Square Footage	1,229	*1,229*
E10	Number of Groups Using Meeting Room	155	*129*
E11	Number of Meetings Held	181	*153*
E12	Library Visits	122,101	*116,099*
E13	Number of Registered Users	13,221	*14,604*
E14	Users of Public Internet Computers per Year	30,914	*28,162*
E15	Reference Transactions	3,702	*4,142*
E16a	Sunday Opening Time	closed	*closed*
E16b	Sunday Closing Time	closed	*closed*
E16c	Hours	0	*0*
E16d	Monday Opening Time	9:00 AM	*9:00 AM*
E16e	Monday Closing Time	8:00 PM	*8:00 PM*
E16f	Hours	11.00	*11*
E16g	Tuesday Opening Time	9:00 AM	*9:00 AM*
E16h	Tuesday Closing Time	8:00 PM	*8:00 PM*
E16i	Hours	11.00	*11*
E16j	Wednesday Opening Time	9:00 AM	*9:00 AM*
E16k	Wednesday Closing Time	8:00 PM	*8:00 PM*
E16l	Hours	11.00	*11*
E16m	Thursday Opening Time	9:00 AM	*9:00 AM*
E16n	Thursday Closing Time	8:00 PM	*8:00 PM*
E16o	Hours	11.00	*11*
E16p	Friday Opening Time	9:00 AM	*9:00 AM*
E16q	Friday Closing Time	6:00 PM	*6:00 PM*
E16r	Hours	9.00	*9*
E16s	Saturday Opening Time	9:00 AM	*9:00 AM*
E16t	Saturday Closing Time	6:00 PM	*6:00 PM*
E16u	Hours	9.00	*9.00*
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)	62.00	*62*
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	52.00	*52*
E18	Number of Branches	1	*1*
E19	Total Annual Hours Open	3,224.00	*3,224.00*

Outreach Vehicles (F1 - F5)

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

F1	License Number		
F2	Vehicle Year, Make, and Model		
F3	Mileage on Odometer		
F4	Owner of Vehicle		
F5	Number of Stops in an Average Week		

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	ky W6647	ky W6647
G2	Serial Number	WDOPF145785246414	WDOPF145785246414
G3	Vehicle Year, Make, and Model	2008	2008
G4	Owner of Vehicle	state	By state
G5	Bookmobile Visits (number of persons entering the bookmobile)	9,310	8,653
G6	Number of Registered Users	2,062	1,803
G7	Users of Public Internet Computers per Year	115	72
G8	Reference Transactions	1,560	2,021
G9	Hours on the Road Per Week (but not in service)	4	
G9a	Sunday - Daily Hours Open to the Public	0	0
G9b	Monday - Daily Hours Open to the Public	8.25	5
G9c	Tuesday - Daily Hours Open to the Public	8.25	6
G9d	Wednesday - Daily Hours Open to the Public	8	6
G9e	Thursday - Daily Hours Open to the Public	5.75	6
G9f	Friday - Daily Hours Open to the Public	0	0
G9g	Saturday - Daily Hours Open to the Public	0	0
(G9.1)	Metro Status Code (hidden)	N/A	N/A
(G9.2)	Outlet Type Code (hidden)	N/A	N/A
G9.3	Number of Weeks Bookmobile is Open	50	49
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	50.00	49
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	30.25	22.00
G11	Number of Bookmobiles	1	1

Main Library (H1 - H18)

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	Madison County Public Library	Madison County Public Library
H2	Street Address	507 West Main Street	507 West Main Street

Cell	Label	Value 1	Value 2
H3	City	Richmond	*Richmond*
H4	Zip Code	40475	*40475*
H6	Phone	8596236704	*8596236704*
H7	Fax	8596232032	*8596232032*
H8	Square Footage	18,236	*18,236*
H9	Meeting Room Square Footage	1,489	*1,489*
H10	Number of Groups Using Meeting Room	272	*245*
H11	Number of Meetings Held	357	*305*
H12	Library Visits	213,229	*192,386*
H13	Number of Registered Users	25,334	*25,121*
H14	Users of Public Internet Computers per Year	55,128	*47,006*
H15	Reference Transactions	4,498	*4,082*

Hours Open to the Public

Cell	Label	Value 1	Value 2
H16a	Sunday Opening Time	closed	*closed*
H16b	Sunday Closing Time	closed	*closed*
H16c	Hours	0.00	*0*
H16d	Monday Opening Time	9:00 AM	*9:00 AM*
H16e	Monday Closing Time	8:00 PM	*8:00 PM*
H16f	Hours	11.00	*11*
H16g	Tuesday Opening Time	9:00 AM	*9:00 AM*
H16h	Tuesday Closing Time	8:00 PM	*8:00 PM*
H16i	Hours	11.00	*11*
H16j	Wednesday Opening Time	9:00 AM	*9:00 AM*
H16k	Wednesday Closing Time	8:00 PM	*8:00 PM*
H16l	Hours	11.00	*11*
H16m	Thursday Opening Time	9:00 AM	*9:00 AM*
H16n	Thursday Closing Time	8:00 PM	*8:00 PM*
H16o	Hours	11.00	*11*
H16p	Friday Opening Time	9:00 AM	*9:00 AM*
H16q	Friday Closing Time	6:00 PM	*6:00 PM*
H16r	Hours	9.00	*9*
H16s	Saturday Opening Time	9:00 AM	*9:00 AM*
H16t	Saturday Closing Time	6:00 PM	*6:00 PM*
H16u	Hours	9.00	*9*
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	62.00	*62*
H18	Number of Weeks Main Library is Open	52	*52*

Facility Info (I1 - I32)

Square Footage

Cell	Label	Value 1	Value 2
I1	Main Library (from H8)	18,236	*18,236*
I2	Branch Libraries (sum of E8 branch data)	11,254	*11,254*
I3	Total (I1 + I2)	29,490	*29,490*

Meeting Room Square Footage

Cell	Label	Value 1	Value 2
I4	Main Library (from H9)	1,489	*1,489*
I5	Branch Libraries (sum of E9 branch data)	1,229	*1,229*
I6	Total (I4 + I5)	2,718	*2,718*

No. of Groups Using Meeting Room

I7	Main Library (from H10)	272	*245*
I8	Branch Libraries (sum of E10 branch data)	155	*129*
I9	Total (I7 + I8)	427	*374*

Number of Meetings Held

I10	Main Library (from H11)	357	*305*
I11	Branch Libraries (sum of E11 branch data)	181	*153*
I12	Total (I10 + I11)	538	*458*

Library Visits

I13	Main Library (from H12)	213,229	*192,386*
I14	Branch Libraries (sum of E12 branch data)	122,101	*116,099*
I15	Bookmobiles (sum of G5 branch data)	9,310	*8,653*
I16	Total (I13 + I14 + I15)	344,640	*317,138*

Number of Registered Users

I17	Main Library (from H13)	25,334	*25,121*
I18	Branch Libraries (sum of E13 branch data)	13,221	*14,604*
I19	Bookmobiles (sum of G6 branch data)	2,062	*1,803*
I20	Total (I17 + I18 + I19)	40,617	*41,528*

Users of Public Internet Computers per Year

I21	Main Library (from H14)	55,128	*47,006*
I22	Branch Libraries (sum of E14 branch data)	30,914	*28,162*
I23	Bookmobiles (sum of G7 branch data)	115	*72*
I24	Total (I21 + I22 + I23)	86,157	*75,240*

Reference Transactions

I25	Main Library (from H15)	4,498	*4,082*
I26	Branch Libraries (sum of E15 branch data)	3,702	*4,142*
I27	Bookmobiles (sum of G8 branch data)	1,560	*2,021*
I28	Total (I25 + I26 + I27)	9,760	*10,245*

Public Service Hours per Year

I29	Main Library (H17 * H18)	3,224.00	*3,224.00*
I30	Branch Libraries (sum of E17 branch data * E17.3a)	3,224.00	*3,224.00*
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	1,512.50	*1,078.00*
I32	Total (I29 + I30 + I31)	7,960.50	*7,526.00*

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.

Librarians are defined as persons with the title of librarian who do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspect.

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	2	*3.00*
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	0	*0.00*
J3	Number of Librarians with a Master's Degree NOT in Library Science	1	*1.00*

J4	Number of Librarians with a Bachelor's Degree in Library Science	0	*0.00*
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	2	*2.00*
J6	Number of Librarians with Less Than a Bachelor's Degree	2	*2.00*
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	7.00	*8.00*
J8	All Other Paid Staff	21.5	*20.3*
J9	Total Paid Employees (J7 + J8):	28.50	*28.3*

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	29,853	*28,468*
K2	Adult Nonfiction	33,656	*29,807*
K3	Juvenile Fiction	24,767	*23,382*
K4	Juvenile Nonfiction	15,127	*13,363*
K5	Total (K1 + K2 + K3 + K4)	103,403	*95,020*

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	46,065	*0*

Report the number of **licensed** databases (including locally mounted or remote, full-text or not) for which temporary or permanent access rights have **been acquired through payment by the library, or by formal agreement with the State Library or a cooperative agreement within the state or region.** A database is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. Note: The data or records are usually collected with a particular intent and relate to a defined topic. A database may be issued on CD-ROM, diskette, or other direct access method, or as a computer file accessed via dial-up methods or via the Internet. Subscriptions to individual electronic serial titles are reported under **Current Electronic Serial Subscriptions, K8.** Each database is counted individually even if access to several databases is supported through the same vendor interface.

Licensed Databases

A database is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. Note: The data or records are usually collected with a particular intent and relate to a defined topic. A database may be issued on CD-ROM, diskette, or other direct access method, or as a computer file accessed via dial-up methods or via the Internet. Each database is counted individually even if access to several databases is supported through the same vendor interface.

K7a	Local/Other Cooperative Agreements	14	*19*
K7b	State (State Government or State Library) ** **Include 30 KYVL databases **	30	*30*
K7	Total Licensed Databases (K7a+K7b)	44	*50*
K9	Audio - Physical Units	11,391	*10,837*
K10	Audio - Downloadable Titles	8,239	*0*
K13	Video - Physical Units	15,366	*12,787*
K14	Video - Downloadable Titles	822	*0*
K15	Other Material in Collection	0	
K16	Current Print Serial Subscriptions	256	*209*
K17	Book/Serial Volumes (K5 + K16)	103,659	*95,229*

Circulation (L1 - L52)

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 Fiction

L1	Main Library	96,247	*74,161*
L2	All Branches	70,899	*50,747*
L3	Bookmobile/Outreach	7,448	*5,764*
L4	Total (L1 + L2 + L3)	174,594	*130,672*

Book Circulation Adult Nonfiction

L5	Main Library	22,617	*23,166*
L6	All Branches	21,026	*22,631*
L7	Bookmobile/Outreach	2,428	*2,540*
L8	Total (L5 + L6+ L7)	46,071	*48,337*

Book Circulation Juvenile Fiction

L9	Main Library	72,285	*53,610*
L10	All Branches	47,269	*39,142*
L11	Bookmobile/Outreach	9,620	*6,574*
L12	Total (L9 + L10+ L11)	129,174	*99,326*

Book Circulation Juvenile Nonfiction

L13	Main Library	12,172	*11,261*
L14	All Branches	9,120	*8,758*
L15	Bookmobile/Outreach	2,152	*1,970*
L16	Total (L13 + L14 + L15)	23,444	*21,989*

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	203,321	*162,198*
L18	All Branches (L2 + L6 + L10 + L14)	148,314	*121,278*
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	21,648	*16,848*
L20	Total (L4 + L8 + L12+ L16)	373,283	*300,324*

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	9,910	*10,369*
L22	All Branches	4,375	*4,269*
L23	Bookmobile/Outreach	532	*528*
L24	Total (L21 + L22 + L23)	14,817	*15,166*

Audiovisual Circulation Other Audio

L25	Main Library	8,027	*7,983*
L26	All Branches	7,308	*7,067*
L27	Bookmobile/Outreach	3,061	*2,047*
L28	Total (L25 + L26 + L27)	18,396	*17,097*

Audiovisual Circulation Videos

L29	Main Library	55,430	*50,954*
L30	All Branches	44,357	*43,789*
L31	Bookmobile/Outreach	3,352	*3,092*

L32	Total (L29 + L30 + L31)	103,139	*97,835*
Audiovisual Circulation Other			
L33	Main Library	1,465	*621*
L34	All Branches	1,740	*1,108*
L35	Bookmobile/Outreach	111	*100*
L36	Total (L33 + L34 + L35)	3,316	*1,829*
Audiovisual Circulation Total			
L37	Main Library (L21 + L25 + L29 + L33)	74,832	*69,927*
L38	All Branches (L22 + L26 + L30 + L34)	57,780	*56,233*
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	7,056	*5,767*
L40	Total (L24 + L28 + L32 + L36)	139,668	*131,927*

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	3,508	*3,516*
L42	All Branches	3,200	*2,627*
L43	Bookmobile/Outreach	42	*72*
L44	Total (L41 + L42 + L43)	6,750	*6,215*
Total Circulation			
L45	Main Library (L17 + L37 + L41)	281,661	*235,641*
L46	All Branches (L18 + L38 + L42)	209,294	*180,138*
L47	Bookmobile/Outreach (L19 + L39 + L43)	28,746	*22,687*
L48	Total (L20 + L40 + L44)	519,701	*438,466*

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)

L49	Main Library	90,474	*76,430*
L50	All Branches	69,464	*70,904*
L51	Bookmobile/Outreach	10,686	*9,330*
L52	Total (L49 + L50 + L51)	170,624	*156,664*

Downloadable Music Services (M1 - M2)

Freegal, and similar downloadable music services, is listed here. Do not count these items as circulation.

M1	Freegal - Number of Downloads	0
M2	Other Downloadable Music Services Similar to Freegal - Number of Downloads	0

Interlibrary Cooperation (N1 - N6)

Loaned To			
N1	Print	522	*763*
N2	Nonprint	0	*0*
N3	Total (N1 + N2):	522	*763*
Borrowed From			
N4	Print	1,008	*1,005*
N5	Nonprint	0	*0*
N6	Total (N4 + N5):	1,008	*1,005*

Programs (O1 - O56)

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

Note: Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Infant/Toddler - *number of programs*

O1	Main Library	38	*23*
O2	All Branches	28	*20*
O3	Bookmobile/Outreach	0	*1*
O4	Total (O1 + O2 + O3)	66	*44*

Infant/Toddler - *number of attendees*

O5	Main Library	1,079	*674*
O6	All Branches	476	*294*
O7	Bookmobile/Outreach	0	*425*
O8	Total (O5 + O6 + O7)	1,555	*1,393*

Preschool - *number of programs*

O9	Main Library	40	*30*
O10	All Branches	38	*29*
O11	Bookmobile/Outreach	32	*1*
O12	Total (O9 + O10 + O11)	110	*60*

Preschool - *number of attendees*

O13	Main Library	1,095	*1,137*
O14	All Branches	1,077	*812*
O15	Bookmobile/Outreach	549	*15*
O16	Total (O13 + O14 + O15)	2,721	*1,964*

Elementary School - *number of programs*

O17	Main Library	117	*56*
O18	All Branches	108	*84*
O19	Bookmobile/Outreach	6	*11*
O20	Total (O17 + O 18 + O19)	231	*151*

Elementary School - *number of attendees*

O21	Main Library	3,460	*5,246*
O22	All Branches	3,451	*3,095*
O23	Bookmobile/Outreach	72	*217*
O24	Total (O21 + O22 + O23)	6,983	*8,558*

Young Adult (age 13 and older) - *number of programs*

O25	Main Library	47	*25*
O26	All Branches	21	*13*
O27	Bookmobile/Outreach	0	*9*
O28	Total (O25 + O26 + O27)	68	*47*

Young Adult (age 13 and older) - *number of attendees*

O29	Main Library	628	*540*
O30	All Branches	294	*191*
O31	Bookmobile/Outreach	0	*117*
O32	Total (O29 + O30 + O31)	922	*848*

Other Children's Programs - *number of programs*

O33	Main Library	28	*15*
O34	All Branches	0	*1*
O35	Bookmobile/Outreach	0	*4*
O36	Total (O33 + O34 + O35)	28	*20*

Other Children's Programs - *number of attendees*

O37	Main Library	1,918	*1,545*
O38	All Branches	0	*36*
O39	Bookmobile/Outreach	0	*203*
O40	Total (O37 + O38 + O39)	1,918	*1,784*

Other Programs - *number of programs*

O41	Main Library	204	*144*
O42	All Branches	147	*128*
O43	Bookmobile/Outreach	149	*89*
O44	Total (O41 + O42 + O43)	500	*361*

Other Programs - *number of attendees*

O45	Main Library	3,035	*2,479*
O46	All Branches	1,730	*1,792*
O47	Bookmobile/Outreach	2,436	*1,499*
O48	Total (O45 + O46 + O47)	7,201	*5,770*

Total Number Of Programs:

O49	Main Library (O1 + O9 + O17 + O25 + O33 + O41)	474	*293*
O50	All Branches (O2 + O10 + O18 + O26 + O34 + O42)	342	*275*
O51	Bookmobile/Outreach (O3 + O11 + O19 + O27 + O35 + O43)	187	*115*
O52	Total (O4 + O12 + O20 + O28 + O36 + O44)	1,003	*683*

Total Program Attendance:

O53	Main Library (O5 + O13 + O21 + O29 + O37 + O45)	11,215	*11,621*
O54	All Branches (O6 + O14 + O22 + O30 + O38 + O46)	7,028	*6,220*
O55	Bookmobile/Outreach (O7 + O15 + O23 + O31 + O39 + O47)	3,057	*2,476*
O56	Total (O8 + O16 + O24 + O32 + O40 + O48)	21,300	*20,317*

Intellectual Freedom (P1 - P6)

P1	Title of Challenged Work
P2	Type of Work
P3	Grounds for Challenge
P4	Initiator of Challenge
P5	Status of Material

P6   Comments

Technology (Q1 - Q4)

Q1	Number of Internet Terminals Used by General Public	53	*42*
Q2	Number of Computer Terminals Library Has (include total from item Q1)	112	*86*
Q3	Number of People Formally Trained by Staff to Use Electronic Resources	750	*600*
Q4	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	*Yes*

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
T8	Model Procurement Code Policy	Yes
T9	Sponsorship Policy	Yes
T10	Trustee Orientation Policy	Yes

Current Library Board Membership (V1 - V6)

Designated Day and Time for Monthly Board Meeting:

V1.1	Day	Monday	*Tuesday*
V1.2	Week	Third Week	*Third Week*
V1.3	Time	7:00 PM - 7:30 PM	*7:00 PM - 7:30 PM*

President or Chair

V2.1	Name:	Ray DeSloover	*Kim Clouse*
V2.2	P.O. Box or Street:	114 Bittersweet	*102 Rainbow Court*
V2.3	City:	Richmond	*Berea*
V2.4	Zip:	40475	*40403*
V2.5	Phone:	(859) 624-1010	*(859) 661-0847*
V2.6	Term Expires (MM/DD/YYYY):	01/01/2014	*1/1/2012*
V2.7	Term	Second Term	*Second Term*
V2.8	Number of Regularly Scheduled Board Meetings Attended	10	*11*
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Vice President or Vice Chair

V3.1	Name:	Dr. Chris Boni	*Ray DeSloover*
V3.2	P.O. Box or Street:	1055 Berea Road	*114 Bittersweet*
V3.3	City:	Richmond	*Richmond*
V3.4	Zip:	40475	*40475*
V3.5	Phone:	(859) 623-2877	*(859) 624-1010*
V3.6	Term Expires (MM/DD/YYYY):	1/1/2014	*1/1/2014*

		First Term	Second Term
V3.7	Term	First Term	*Second Term*
V3.8	Number of Regularly Scheduled Board Meetings Attended	12	*11*
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Secretary

V4.1	Name:	James Davis	*Chris Boni*
V4.2	P.O. Box or Street:	616 Chestnut Street	*1055 Berea Road*
V4.3	City:	Berea	*Richmond*
V4.4	Zip:	40403	*40475*
V4.5	Phone:	(859) 986-3115	*(859) 623-2877*
V4.6	Term Expires (MM/DD/YYYY):	01/01/2015	*1/1/2014*
V4.7	Term	Second Term	*First Term*
V4.8	Number of Regularly Scheduled Board Meetings Attended	9	*11*
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Treasurer

V5.1	Name:	Marietta McBride	*Marietta McBride*
V5.2	P.O. Box or Street:	107 Hammons	*107 Hammons*
V5.3	City:	Richmond	*Richmond*
V5.4	Zip:	40475	*40475*
V5.5	Phone:	(859) 623-2286	*(859) 623-2286*
V5.6	Term Expires (MM/DD/YYYY):	01/01/2015	*1/1/2015*
V5.7	Term	Second Term	*Second Term*
V5.8	Number of Regularly Scheduled Board Meetings Attended	12	*12*
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Member

V6.1	Name:	Judy Flavell	*James Davis*
V6.2	P.O. Box or Street:	1417 East Main Street	*616 Chestnut Street*
V6.3	City:	Richmond	*Berea*
V6.4	Zip:	40475	*40403*
V6.5	Phone:	(859) 625-9208	*(859) 986-3115*
V6.6	Term Expires (MM/DD/YYYY):	01/01/2016	*1/1/2015*
V6.7	Term	First Term	*Second Term*
V6.8	Number of Regularly Scheduled Board Meetings Attended	3	*10*
V6.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*
	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.*