Madison County Public Library
2014 Kentucky Annual Report of Public Libraries

	CURRENT YEAR	*PREVIOUS YEAR*

General Information (A1 - A16)

		CURRENT YEAR	PREVIOUS YEAR
A1	County	Madison	*Madison*
A2	Estimated Population	85,590	*84786*
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	*5.6*
A15	Personal	8.5	*12*
A16	Motor Vehicle/Water Craft	3.5	*3.5*

Operating Revenue (B1 - B18)

DO NOT REPORT CAPITAL REVENUE IN THIS SECTION. They are reported as Item #C40. <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 C29 or C31). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B17)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

		CURRENT YEAR	PREVIOUS YEAR
Local Government Revenue			
B1	Library Tax	$2,773,363	*2902365*
B2	Other	$0	*0*
B3	Local Government Revenue Total (B1 + B2):	$2,773,363	*2902365*
State Government Revenue			
B4	State Aid Grant	$40,081	*40091*

B5	Construction Debt-Assistance Grant	$0	0
B6	Other State Government Revenue	$0	0
B7	State Government Revenue Total (sum B4 through B6)	$40,081	40091

Federal Government Revenue

B8	BTOP Infrastructure Grant	$0	0
B9	Prime Time Family Reading Time	$0	0
B10	Library Outreach/Bookmobile Grant	$0	$0
B11	Preventing Summer Reading Loss - Fueling the Mind (Read and Feed)	$9,025	6437
B12	Other Federal Government Revenue	$0	0
B13	Federal Government Revenue Total (sum B8 through B12)	$9,025	6437
B14	Other Operating Revenue	$149,274	134790
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$2,971,743	3083683

Operating Expenditures (C1 - C40)

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

Collection Expenditures

C1	Print Materials	$231,094	187004
C2	Electronic Materials Expenditures	$15,006	21946
C3	Audiovisual Materials	$88,232	73525
C4	Databases	$36,374	31570
C5	Other Library Materials	$1,587	676
C6	Collection Expenditures Total (C1 through C5)	$372,293	314721

Salary Expenditures

C7	Library Director	$69,992	63654
C8	Other Library Personnel	$964,254	846348
C10	Salary Expenditures Total (C7 + C8)	$1,034,246	910002

Fringe Benefits

C11	Required Fringe Benefits	$104,064	96492
C12	Retirement (Employer's Share)	$163,494	133706
C13	Medical Insurance (Employer's Share)	$138,715	141020
C14	Other		N/A

C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$406,273	*371218*
C16	Total Staff Expenditures (C10 + C15)	$1,440,519	*1281220*

Other Operations

C17	Building Repair	$0	*0*
C18	Building Maintenance	$80,408	*78720*
C20	Office Supplies, Program Supplies, Postage	$80,573	*70500*
C21	Insurance	$30,823	*30214*
C22	Public Relations	$33,196	*20070*
C23	Utilities	$47,703	*61696*
C24	Professional Fees	$23,480	*24442*
C25	Audit Fee	$5,125	*5050*
C26	Fiscal Year that Audit Covers	FY 2012-2013	*FY 2011-2012*
C27	What year was the library's last long range plan adopted?	2010	*2010*
C28	Repair and Replacement of Furnishings	$30,818	*28918*
C29	Other	$45,356	*35061*
C30	Specify	rental, repair, phone, other	*rental, repair, phone, other*
C31	Other	$65,039	*54105*
C32	Specify	circulation & processing	*circulation and processing*
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	$442,521	*408776*
C34	Bookmobile/Extended Services	$17,338	*11771*
C35	Continuing Education	$16,536	*16254*
C36	Operating Expenditures for Electronic Access	$69,459	*66673*
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	$2,358,666	*2099415*

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

C38	Capital Outlay Expenditures	$63,636	*51410*
C39	Debt Service	$410,582	*418842*

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

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

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.

E1	Branch Library Name	Madison County Public Library, Berea	*Madison County Public Library, Berea*
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*
E8	Square Footage	11,254	*11254*
E10	Number of Groups Using Meeting Room	168	*149*
E11	Number of Meetings Held	230	*184*
E12	Library Visits	130,248	*125106*
E13	Number of Registered Users	16,174	*14662*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	33,835	*33719*
E15	Reference Transactions	10,723	*3352*

E16a	Sunday Opening Time	closed	*closed*
E16b	Sunday Closing Time	closed	*closed*
E16c	Hours	0.00	*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*
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	*3224*

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 Dodge Sprinter	N/A
G4	Owner of Vehicle	state	state
G5	Bookmobile Visits (number of persons entering the bookmobile)	8,909	10878
G6	Number of Registered Users	2,832	2322
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	21	14
G8	Reference Transactions	2,107	1953
G9	Hours on the Road Per Week (but not serving patrons)	11.5	15.5
G9a	Sunday - Daily Hours Open to the Public	0	0
G9b	Monday - Daily Hours Open to the Public	6	5.5
G9c	Tuesday - Daily Hours Open to the Public	5.5	5.5
G9d	Wednesday - Daily Hours Open to the Public	5.5	5.5
G9e	Thursday - Daily Hours Open to the Public	5.5	4.5
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)		
(G9.2)	Outlet Type Code (hidden)		
G9.3	Number of Weeks Bookmobile is Open	50	50
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	50.00	50

G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	22.50	*21*
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*
H3	City	Richmond	*Richmond*
H4	Zip Code	40475	*40475*
H6	Phone	8596236704	*8596236704*
H8	Square Footage	18,236	*18236*
H10	Number of Groups Using Meeting Room	353	*271*
H11	Number of Meetings Held	523	*311*
H12	Library Visits	219,281	*221325*
H13	Number of Registered Users	31,238	*28140*
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	50,556	*56948*
H15	Reference Transactions	20,703	*3708*
Hours Open to the Public			
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		*62.00*
H18	Number of Weeks Main Library is Open	52		*52*

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	18,236	*18236*
I2	Branch Libraries (sum of E8 branch data)	11,254	*11254*
I3	Total (I1 + I2)	29,490	*29490*

No. of Groups Using Meeting Room

I7	Main Library (from H10)	353	*271*
I8	Branch Libraries (sum of E10 branch data)	168	*149*
I9	Total (I7 + I8)	521	*420*

Number of Meetings Held

I10	Main Library (from H11)	523	*311*
I11	Branch Libraries (sum of E11 branch data)	230	*184*
I12	Total (I10 + I11)	753	*495*

Library Visits

I13	Main Library (from H12)	219,281	*221325*
I14	Branch Libraries (sum of E12 branch data)	130,248	*125106*
I15	Bookmobiles (sum of G5 branch data)	8,909	*10878*
I16	Total (I13 + I14 + I15)	358,438	*357309*

Number of Registered Users

I17	Main Library (from H13)	31,238	*28140*
I18	Branch Libraries (sum of E13 branch data)	16,174	*14662*
I19	Bookmobiles (sum of G6 branch data)	2,832	*2322*
I20	Total (I17 + I18 + I19)	50,244	*45124*

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

I21	Main Library (from H14)	50,556	*56948*
I22	Branch Libraries (sum of E14 branch data)	33,835	*33719*
I23	Bookmobiles (sum of G7 branch data)	21	*14*
I24	Total (I21 + I22 + I23)	84,412	*90681*

Reference Transactions

| I25 | Main Library (from H15) | 20,703 | *3708* |
| I26 | Branch Libraries (sum of E15 branch data) | 10,723 | *3352* |

I27	Bookmobiles (sum of G8 branch data)	2,107	1953
I28	Total (I25 + I26 + I27)	33,533	9013

Public Service Hours per Year

I29	Main Library (H17 * H18)	3,224.00	3224
I30	Branch Libraries (sum of E17 branch data * E17.3a)	3,224.00	3224
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	1,125.00	1050
I32	Total (I29 + I30 + I31)	7,573.00	7498

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	2	2
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	0	0
J3	Number of Librarians with a Master's Degree NOT in Library Science	1	1
J4	Number of Librarians with a Bachelor's Degree in Library Science	0	0
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	1	1
J6	Number of Librarians with Less Than a Bachelor's Degree	0	0
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	4.00	4
J8	All Other Paid Staff	31.5	27
J9	Total Paid Employees (J7 + J8):	35.50	31

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	44,529	*37256*
K2	Adult Nonfiction	28,437	*27173*
K3	Juvenile Fiction	24,571	*30549*
K4	Juvenile Nonfiction	11,492	*8537*
K5	Total (K1 + K2 + K3 + K4)	109,029	*103515*

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	72,732	*57093*

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. 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	10	*14*
K7b	State (State Government or State Library) ** **Include 30 KYVL databases **	30	*30*
K7	Total Licensed Databases (K7a+K7b)	40	*44*
K9	Audio - Physical Units	10,580	*9922*
K10	Audio - Downloadable Units	22,749	*20822*
K13	Video - Physical Units	16,948	*14270*
K14	Video - Downloadable Units	10,161	*10046*
K15	Other Material in Collection	1,733	*0*
K16	Current Print Serial Subscriptions	269	*267*
K17	Book/Serial Volumes (K5 + K16)	109,298	*103782*

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	84,984	*71578*
L2	All Branches	81,806	*57953*
L3	Bookmobile/Outreach	7,520	*6498*
L4	Total (L1 + L2 + L3)	174,310	*136029*

Book Circulation Adult Nonfiction

L5	Main Library	16,195	*19020*
L6	All Branches	15,722	*18218*
L7	Bookmobile/Outreach	1,996	*2652*
L8	Total (L5 + L6+ L7)	33,913	*39890*

Book Circulation Juvenile Fiction

L9	Main Library	48,196	*58940*
L10	All Branches	25,794	*34846*
L11	Bookmobile/Outreach	4,374	*6798*
L12	Total (L9 + L10+ L11)	78,364	*100584*

Book Circulation Juvenile Nonfiction

L13	Main Library	11,931	*11413*
L14	All Branches	6,912	*8063*
L15	Bookmobile/Outreach	1,347	*1635*
L16	Total (L13 + L14 + L15)	20,190	*21111*

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	161,306	*160951*
L18	All Branches (L2 + L6 + L10 + L14)	130,234	*119080*
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	15,237	*17583*
L20	Total (L4 + L8 + L12+ L16)	306,777	*297614*

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	8,195	*8564*
L22	All Branches	4,784	*4409*
L23	Bookmobile/Outreach	419	*545*
L24	Total (L21 + L22 + L23)	13,398	*13518*

Audiovisual Circulation Other Audio

L25	Main Library	9,713	*9458*
L26	All Branches	6,336	*7011*
L27	Bookmobile/Outreach	3,771	*3746*
L28	Total (L25 + L26 + L27)	19,820	*20215*

Audiovisual Circulation Videos

L29	Main Library	85,097	*65720*
L30	All Branches	62,741	*53419*
L31	Bookmobile/Outreach	3,465	*3435*
L32	Total (L29 + L30 + L31)	151,303	*122574*

Audiovisual Circulation Other

L33	Main Library	11,651	*5033*
L34	All Branches	5,490	*3193*
L35	Bookmobile/Outreach	151	*165*
L36	Total (L33 + L34 + L35)	17,292	*8391*

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	114,656	*88775*
L38	All Branches (L22 + L26 + L30 + L34)	79,351	*68032*
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	7,806	*7891*
L40	Total (L24 + L28 + L32 + L36)	201,813	*164698*

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	3,305	*2618*
L42	All Branches	3,138	*2610*
L43	Bookmobile/Outreach	111	*139*
L44	Total (L41 + L42 + L43)	6,554	*5367*

Total Circulation

L45	Main Library (L17 + L37 + L41)	279,267	*252344*
L46	All Branches (L18 + L38 + L42)	212,723	*189722*
L47	Bookmobile/Outreach (L19 + L39 + L43)	23,154	*25613*

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.

Note: Do not include databases.

L48	Circulation of Electronic Materials - The total annual circulation of all electronic materials	32,358	*22104*
L49	Total (L20 + L40 + L44 + L48)	547,502	*489783*

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

L50	Main Library	95,075	*101058*

L51	All Branches	57,374	65494
L52	Bookmobile/Outreach	6,449	9442
L53	Total (L50 + L51 + L52)	158,898	175994

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	6,111	4532
M2	Other Downloadable Music Services Similar to Freegal - Number of Downloads	0	0

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	266	611
N2	Nonprint	0	0
N3	Total (N1 + N2):	266	611

Borrowed From

N4	Print	1,044	897
N5	Nonprint	0	0
N6	Total (N4 + N5):	1,044	897

Programs (O1 - O64)

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

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

Infant/Toddler - *number of programs*

O1	Main Library	55	42
O2	All Branches	40	40
O3	Bookmobile/Outreach	11	0
O4	Total (O1 + O2 + O3)	106	82

Infant/Toddler - *number of attendees*

O5	Main Library	1,799	1248
O6	All Branches	874	670
O7	Bookmobile/Outreach	339	0
O8	Total (O5 + O6 + O7)	3,012	1918

Preschool - *number of programs*

O9	Main Library	87	45
O10	All Branches	44	43
O11	Bookmobile/Outreach	37	12

O12	Total (O9 + O10 + O11)	168			100

Preschool - *number of attendees*

O13	Main Library	2,167	1390
O14	All Branches	897	722
O15	Bookmobile/Outreach	1,001	762
O16	Total (O13 + O14 + O15)	4,065	2874

Elementary School - *number of programs*

O17	Main Library	252	131
O18	All Branches	139	119
O19	Bookmobile/Outreach	80	83
O20	Total (O17 + O 18 + O19)	471	333

Elementary School - *number of attendees*

O21	Main Library	9,108	5428
O22	All Branches	4,622	4262
O23	Bookmobile/Outreach	4,640	2067
O24	Total (O21 + O22 + O23)	18,370	11757

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

O25	Main Library	77	44
O26	All Branches	27	36
O27	Bookmobile/Outreach	82	10
O28	Total (O25 + O26 + O27)	186	90

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

O29	Main Library	538	381
O30	All Branches	650	640
O31	Bookmobile/Outreach	2,015	158
O32	Total (O29 + O30 + O31)	3,203	1179

Other Children's Programs - *number of programs*

O33	Main Library	39	26
O34	All Branches	39	0
O35	Bookmobile/Outreach	0	0
O36	Total (O33 + O34 + O35)	78	26

Other Children's Programs - *number of attendees*

O37	Main Library	1,955	731
O38	All Branches	1,240	0
O39	Bookmobile/Outreach	0	0
O40	Total (O37 + O38 + O39)	3,195	731

Adult Programs - *number of programs*

O41	Main Library	275	230
O42	All Branches	253	201
O43	Bookmobile/Outreach	168	77
O44	Total (O41 + O42 + O43)	696	508

Adult Programs - *number of attendees*

O45	Main Library	5,854	5713
O46	All Branches	4,162	2843
O47	Bookmobile/Outreach	3,961	3019
O48	Total (O45 + O46 + O47)	13,977	11575

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

O49	Main Library	0		0
O50	All Branches	0		0
O51	Bookmobile/Outreach	0		0
O52	Total (O49 + O50 + O51)	0		0

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

O53	Main Library	0		0
O54	All Branches	0		0
O55	Bookmobile/Outreach	0		0
O56	Total (O53 + O54 + O55)	0		0

Total Number Of Programs:

O57	Main Library (O1 + O9 + O17 + O25 + O33 + O41 + O49)	785		*518*
O58	All Branches (O2 + O10 + O18 + O26 + O34 + O42 + O50)	542		*439*
O59	Bookmobile/Outreach (O3 + O11 + O19 + O27 + O35 + O43 + O51)	378		*182*
O60	Total (O4 + O12 + O20 + O28 + O36 + O44 + O52)	1,705		*1139*

Total Program Attendance:

O61	Main Library (O5 + O13 + O21 + O29 + O37 + O45 + O53)	21,421		*14891*
O62	All Branches (O6 + O14 + O22 + O30 + O38 + O46 + O54)	12,445		*9137*
O63	Bookmobile/Outreach (O7 + O15 + O23 + O31 + O39 + O47 + O55)	11,956		*6006*
O64	Total (O8 + O16 + O24 + O32 + O40 + O48 + O56)	45,822		*30034*

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 - Q7)

| Q1 | Number of Internet Computers Used by General Public | 65 | | *65* |
| Q2 | Number of People Formally Trained by Staff to Use Electronic Resources | 1,440 | | *800* |

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

| Q4 | Wireless Sessions - Annually | 0 |

| Q5 | Is the library contributing to a digital content creation project(s) that is systematically organized within a database management system and is accessible to the public via the library's website? (click on Q5 to see definitions) | Yes |

| Q6 | If the library is contributing to a digital content creation project(s) (Q5 response is "Yes"), how many digital content creation projects is your library involved with on an ongoing basis? | 1 |

| Q7 | For how many of the digital content creation projects identified above (in Q6) did your library serve as the lead agency? | 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, etc. | During FY14, the Madison County Public Library was able to acquire property adjacent to the Richmond location. An existing building on the property is being used as office space for countywide support services such as IT and Technical Services. Eventually, the Bookmobile, Outreach Services, and Adult Programming will be located there, freeing up space in the main library building to be used for public space. This property addition is currently being redone to expand the public parking availability as well. This past year, the library was able to purchase a new Dodge Caravan to use for Outreach, programming, and library initiatives. In terms of major facility upgrades, a large number of aging lighting fixtures in the Richmond facility were replaced with energy-efficient, low maintenance fixtures. The old boxy computer carrels for public computers in Richmond were replaced by sleeker profile flexible computer tables. The security camera system was upgraded and expanded in both library locations to create a safer experience for all customers and staff. In terms of public relations, this past year, the library created its first dedicated PT marketing position. As a result, the library's social media presence has blossomed. By building stronger | *Response has been entered.* |

relationships with the county's two newspapers, MCPL was able to establish regular library pages in both papers (twice a month in the daily paper, and once a month in the weekly). Strategic focus on collection development and management, improving the customer service model, and developing a wider range of programming has resulted in significant increases in circulation, card holders, program attendance, and building use. For the first time, this past year, all library staff, including the director, were given an annual evaluation.

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	Yes
T2	Conflict of Interest Policy	Yes	Yes
T3	Ethics Policy	Yes	Yes
T4	Fiscal Responsibility Policy	Yes	Yes
T5	Investment Policy	Yes	Yes
T6	Open Records Policy	Yes	Yes
T7	Model Procurement Code Policy	Yes	Yes
T8	Sponsorship Policy	Yes	Yes
T9	Trustee Orientation Policy	Yes	Yes
T10	Whistleblower Policy	Yes	Yes

Current Library Board Membership (V1 - V6)

Note: List membership as constituted on the last day of the fiscal year.

Designated Day and Time for Monthly Board Meeting:

V1.1	Day	Monday	*Monday*
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:	Dr. Chris Boni	*Ray DeSloover*
V2.2	P.O. Box or Street:	1055 Berea Road	*114 Bittersweet*
V2.3	City:	Richmond	*Richmond*
V2.4	Zip:	40475	*40475*
V2.5	Phone:	(859) 248-8215	*(859) 624-1010*
V2.6	Term Expires (MM/DD/YYYY):	01/01/18	*01/01/2014*
V2.7	Term	Second Term	*Second Term*
V2.8	Number of Regularly Scheduled Board Meetings Attended	12	*12*
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Vice President or Vice Chair

V3.1	Name:	Judy Flavell	*Dr. Chris Boni*
V3.2	P.O. Box or Street:	341 Bethlehem Road	*1055 Berea Road*
V3.3	City:	Waco	*Richmond*
V3.4	Zip:	40385	*40475*
V3.5	Phone:	(859) 625-2223	*(859) 623-2877*
V3.6	Term Expires (MM/DD/YYYY):	01/01/16	*01/01/14*
V3.7	Term	First Term	*First Term*
V3.8	Number of Regularly Scheduled Board Meetings Attended	10	*11*
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	1	*0*

Secretary

V4.1	Name:	Lesley Carr	*James Davis*
V4.2	P.O. Box or Street:	1040 Blackwell Court #2	*616 Chestnut Street*
V4.3	City:	Richmond	*Berea*
V4.4	Zip:	40475	*40403*
V4.5	Phone:	(859) 661-2161	*(859) 986-3115*
V4.6	Term Expires (MM/DD/YYYY):	1/1/17	*1/1/15*
V4.7	Term	First Term	*Second Term*
V4.8	Number of Regularly Scheduled Board Meetings Attended	11	*11*
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Treasurer

V5.1	Name:	James Davis	*James Davis*
V5.2	P.O. Box or Street:	616 Chestnut St	*616 Chestnut St*
V5.3	City:	Berea	*Berea*
V5.4	Zip:	40403	*40403*
V5.5	Phone:	(859) 986-3115	*(859) 986-3115*
V5.6	Term Expires (MM/DD/YYYY):	1/1/15	*1/1/15*
V5.7	Term	Second Term	*Second Term*
V5.8	Number of Regularly Scheduled Board Meetings Attended	10	*11*
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Member

V6.1	Name:	Charles Hay	*Judy Flavell*
V6.2	P.O. Box or Street:	113 Castlewood Dr.	*341 Bethlehem Road*

V6.3	City:	Richmond	*Waco*
V6.4	Zip:	40475	*40385*
V6.5	Phone:	(859) 624-2760	*(859) 623-2223*
V6.6	Term Expires (MM/DD/YYYY):	1/1/18	*1/1/16*
V6.7	Term	First Term	*First Term*
V6.8	Number of Regularly Scheduled Board Meetings Attended	5	*10*
V6.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*1*
	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.	I would love to have an option to repopulate from last year's answers.	