Madison County Public Library
2017 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	89,547	*87,824*
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	(859) 623-6704	*(859) 623-6704*
Tax Rates (expressed as per $100; i.e., 20.0 or 3.75)			
A14	Real	5.8	*5.6*
A15	Personal	9.09	*8.5*
A16	Motor Vehicle/Water Craft	3.5	*3.5*

Operating Revenue (B1 - B15)

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 B14)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

Local Government Revenue			
B1	Library Tax	$3,104,205	*$2,930,700*
B2	Other	$0	*$0*
B3	Local Government Revenue Total (B1 + B2):	$3,104,205	*$2,930,700*
State Government Revenue			
B4	State Aid Grant	$52,685	*$38,144*

ID	Item		
B5	Construction Debt-Assistance Grant	$100,100	*$0*
B6	Other State Government Revenue	$0	*$0*
B7	State Government Revenue Total (sum B4 through B6)	$152,785	*$38,144*
Federal Government Revenue			
B9	Prime Time Family Reading Time	$0	*$0*
B12	Other Federal Government Revenue	$0	*$0*
B13	Federal Government Revenue Total (sum B9 + B12)	$0	*$0*
B14	Other Operating Revenue	$108,553	*$136,111*
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$3,365,543	*$3,104,955*

Operating Expenditures (C1 - C41)

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

ID	Item		
Collection Expenditures			
C1	Print Materials	$212,601	*$209,243*
C2	Electronic Materials Expenditures	$28,639	*$25,208*
C3	Audiovisual Materials	$67,067	*$81,814*
C4	Electronic Collections	$47,124	*$43,640*
C5	Other Library Materials	$1,768	*$658*
C6	Collection Expenditures Total (C1 through C5)	$357,199	*$360,563*
Salary Expenditures			
C7	Library Director	$75,160	*$73,979*
C8	Other Library Personnel	$1,096,918	*$1,078,008*
C10	Salary Expenditures Total (C7 + C8)	$1,172,078	*$1,151,987*
Fringe Benefits			
C11	Required Fringe Benefits	$122,189	*$104,831*
C12	Retirement (Employer's Share)	$231,969	*$218,354*
C13	Medical Insurance (Employer's Share)	$209,547	*$202,067*
C14	Other		
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$563,705	*$525,252*
C16	Total Staff Expenditures (C10 + C15)	$1,735,783	*$1,677,239*
Other Operations			
C17	Building Repair	$7,396	*$23,446*
C18	Building Maintenance	$109,229	*$99,780*

Code	Item	Value 1	Value 2
C20	Office Supplies, Program Supplies, Postage	$84,339	*$94,195*
C21	Insurance	$43,397	*$44,671*
C22	Public Relations	$25,986	*$30,367*
C23	Utilities	$45,238	*$45,714*
C24	Professional Fees	$225,016	*$156,181*
C25	Audit Fee	$5,460	*$5,355*
C26	Fiscal Year that Audit Covers	FY 2015-2016	*FY 2014-2015*
C27	What year was the library's last long range plan adopted?	2016	*2016*
C28	Repair and Replacement of Furnishings	$10,612	*$5,252*
C29	Other	$51,629	*$48,691*
C30	Specify	rental, repair, phone, other	*rental, repair, phone, other*
C31	Other	$120,051	*$83,792*
C32	Specify	circulation & processing	*Circulation & processing*
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	$728,353	*$637,444*
C34	Bookmobile/Extended Services	$14,927	*$15,660*
C35	Continuing Education	$21,326	*$10,248*
C36	Operating Expenditures for Electronic Access	$88,695	*$68,733*
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	$2,946,283	*$2,769,887*

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	Value 1	Value 2
C38	Capital Outlay Expenditures	$7,919	*$27,145*
C39	Debt Service	$415,480	*$379,705*

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	Value 1	Value 2
C40a	Local - Capital Revenue	$0	*$71,782*
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	*$71,782*
C41	Income from loans, bond issues, or other income not reported elsewhere	$0	*$0*

Branch Libraries (E1- E19)

A branch library is an auxiliary unit of an administrative entity which has at least all of the following:
1. separate quarters;
2. an organized collection of library materials;
3. paid staff; and
4. regularly scheduled hours for being open to the public.

INFORMATION FOR EACH BRANCH:
Add a new group for each branch in the county.

For each group of branch libraries, you MUST place a value of "0" in the Hours field for any day of the week where there are no Hours listed.

Code	Item	Value 1	Value 2
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	*11,254*
E11	Number of Meetings Held	269	*206*
E12	Library Visits	122,257	*123,347*
E13	Number of Registered Users	19,798	*18,732*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	31,798	*39,966*
E15	Reference Transactions	22,655	*24,982*
E16a	Sunday Opening Time	1 PM	*1 PM*
E16b	Sunday Closing Time	5 PM	*5 PM*
E16c	Hours	4.00	*4.00*

E16d	Monday Opening Time	9 AM		*9 AM*
E16e	Monday Closing Time	8 PM		*8 PM*
E16f	Hours	11.00		*11.00*
E16g	Tuesday Opening Time	9 AM		*9 AM*
E16h	Tuesday Closing Time	8 PM		*8 PM*
E16i	Hours	11.00		*11.00*
E16j	Wednesday Opening Time	9 AM		*9 AM*
E16k	Wednesday Closing Time	8 PM		*8 PM*
E16l	Hours	11.00		*11.00*
E16m	Thursday Opening Time	9 AM		*9 AM*
E16n	Thursday Closing Time	8 PM		*8 PM*
E16o	Hours	11.00		*11.00*
E16p	Friday Opening Time	9 AM		*9 AM*
E16q	Friday Closing Time	6 PM		*6 PM*
E16r	Hours	9.00		*9.00*
E16s	Saturday Opening Time	9 AM		*9 AM*
E16t	Saturday Closing Time	6 PM		*6 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)	66.00		*66.00*
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	52.00		*52.00*
E18	Number of Branches	1		*1*
E19	Total Annual Hours Open	3,432.00		*3,432.00*

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 Dodge Sprinter	*2008 Dodge Sprinter*
G4	Owner of Vehicle	state	*state*
G5	Bookmobile Visits (number of persons entering the bookmobile)	7,620	*8,881*
G6	Number of Registered Users	3,598	*3,491*
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0	*0*
G8	Reference Transactions	2,444	*2,826*
G9	Hours on the Road Per Week (but not serving patrons)	12	*12*
G9a	Sunday - Daily Hours Open to the Public	0	*0*
G9b	Monday - Daily Hours Open to the Public	6	*6*
G9c	Tuesday - Daily Hours Open to the Public	6	*6*
G9d	Wednesday - Daily Hours Open to the Public	6	*6*
G9e	Thursday - Daily Hours Open to the Public	6	*6*
G9f	Friday - Daily Hours Open to the Public	0	*0*
G9g	Saturday - Daily Hours Open to the Public	0	*0*
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	*50.00*
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	24.00	*24.00*
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*
H3	City	Richmond	*Richmond*
H4	Zip Code	40475	*40475*
H6	Phone	(859) 623-6704	*(859) 623-6704*
H8	Square Footage	18,236	*18,236*
H11	Number of Meetings Held	730	*587*
H12	Library Visits	204,417	*204,332*
H13	Number of Registered Users	37,926	*35,415*
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	46,905	*58,212*
H15	Reference Transactions	58,261	*32,450*
Hours Open to the Public			
H16a	Sunday Opening Time	1 pm	*1 PM*
H16b	Sunday Closing Time	5 pm	*5 PM*
H16c	Hours	4.00	*4.00*
H16d	Monday Opening Time	9 am	*9 AM*
H16e	Monday Closing Time	8 pm	*8 PM*
H16f	Hours	11.00	*11.00*
H16g	Tuesday Opening Time	9 am	*9 AM*
H16h	Tuesday Closing Time	8 pm	*8 PM*
H16i	Hours	11.00	*11.00*
H16j	Wednesday Opening Time	9 AM	*9 AM*
H16k	Wednesday Closing Time	8 PM	*8 PM*
H16l	Hours	11.00	*11.00*
H16m	Thursday Opening Time	9 AM	*9 AM*
H16n	Thursday Closing Time	8 PM	*8 PM*
H16o	Hours	11.00	*11.00*
H16p	Friday Opening Time	9 AM	*9 AM*
H16q	Friday Closing Time	6 PM	*6 PM*
H16r	Hours	9.00	*9.00*
H16s	Saturday Opening Time	9 AM	*9 AM*
H16t	Saturday Closing Time	6 PM	*6 PM*
H16u	Hours	9.00	*9.00*
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	66.00	*66.00*

H18	Number of Weeks Main Library is Open	52	*52*

Facility Info (I1 - I32)

Square Footage

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*

Number of Meetings Held

I10	Main Library (from H11)	730	*587*
I11	Branch Libraries (sum of E11 branch data)	269	*206*
I12	Total (I10 + I11)	999	*793*

Library Visits

I13	Main Library (from H12)	204,417	*204,332*
I14	Branch Libraries (sum of E12 branch data)	122,257	*123,347*
I15	Bookmobiles (sum of G5 branch data)	7,620	*8,881*
I16	Total (I13 + I14 + I15)	334,294	*336,560*

Number of Registered Users

I17	Main Library (from H13)	37,926	*35,415*
I18	Branch Libraries (sum of E13 branch data)	19,798	*18,732*
I19	Bookmobiles (sum of G6 branch data)	3,598	*3,491*
I20	Total (I17 + I18 + I19)	61,322	*57,638*

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

I21	Main Library (from H14)	46,905	*58,212*
I22	Branch Libraries (sum of E14 branch data)	31,798	*39,966*
I23	Bookmobiles (sum of G7 branch data)	0	*0*
I24	Total (I21 + I22 + I23)	78,703	*98,178*

Reference Transactions

I25	Main Library (from H15)	58,261	*32,450*
I26	Branch Libraries (sum of E15 branch data)	22,655	*24,982*
I27	Bookmobiles (sum of G8 branch data)	2,444	*2,826*
I28	Total (I25 + I26 + I27)	83,360	*60,258*

Public Service Hours per Year

I29	Main Library (H17 * H18)	3,432.00	*3,432.00*
I30	Branch Libraries (sum of E17 branch data * E17.3a)	3,432.00	*3,432.00*
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	1,200.00	*1,200.00*

I32	Total (I29 + I30 + I31)	8,064.00		*8,064.00*

Library Staff (J1- J09)

Report figures as of the last day of the fiscal year. Include all positions funded in the library's budget whether those positions are filled or not. To ensure comparable data, 40 hours per week has been set as the measure of full-time employment (FTE). For example, 60 hours per week of part-time work by employees in a staff category divided by the 40-hour measure equals 1.50 FTEs.

To calculate FTEs for seasonal workers, I would use the following example:

- Two three month workers (.25 of year) work 15 hours a week, so
- 15 + 15 = 30 hrs/wk
- 30/40 = .75 FTEs
- .75 * .25 = .1875 FTE for entire year (based on working only three months)

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	4.00		*3.00*
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	4.00		*3.00*
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	3.00		*2.00*
J6	Number of Librarians with Less Than a Bachelor's Degree	.0		*.0*
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	11.00		*8.00*
J8	All Other Paid Staff	29.25		*31.25*
J9	Total Paid Employees (J7 + J8):	40.25		*39.25*

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	54,023		*51,695*
K2	Adult Nonfiction	29,694		*28,698*
K3	Children's Fiction	30,211		*27,956*
K4	Children's Nonfiction	11,109		*11,593*
K5	Total (K1 + K2 + K3 + K4)	125,037		*119,942*

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	123,519		*116,515*

Electronic Collections (K7a - K7b):
Report the number of electronic collections.

An electronic collection 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 may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections 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 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 acquired through curation, payment or formal agreement, by source of access:

Item #K7a Local/Other cooperative agreements
Item #K7c (state government or state library)
Item #K7 Total Electronic Collections.

This is the sum of Local/Other cooperative agreements, and State electronic collections(Item #K7a and #K7b).

Code	Description	Value	Value
K7a	Local/Other Cooperative Agreements	12	*14*
K7b	State (State Government or State Library) ** Include **50 KYVL databases **	50	*50*
K7	Total Electronic Collections (K7a+K7b)	62	*64*
K9	Audio - Physical Units	10,220	*9,984*
K10	Audio - Downloadable Units	31,466	*28,807*
K13	Video - Physical Units	23,219	*20,773*
K14	Video - Downloadable Units	1,853	*1,758*
K15	Other Material in Collection	3,439	*1,453*
K16	Current Print Serial Subscriptions	1,876	*277*
K17	Book/Serial Volumes (K5 + K16)	126,913	*120,219*

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 Fiction

Code	Description	Value	Value
L1	Main Library	69,534	*83,079*

L2	All Branches	48,295	*57,038*
L3	Bookmobile/Outreach	7,857	*8,853*
L4	Total (L1 + L2 + L3)	125,686	*148,970*

Book Circulation Adult Nonfiction

L5	Main Library	19,516	*20,438*
L6	All Branches	16,152	*15,898*
L7	Bookmobile/Outreach	1,980	*2,435*
L8	Total (L5 + L6+ L7)	37,648	*38,771*

Book Circulation Children's Fiction

L9	Main Library	55,528	*52,522*
L10	All Branches	36,037	*34,230*
L11	Bookmobile/Outreach	5,390	*4,740*
L12	Total (L9 + L10+ L11)	96,955	*91,492*

Book Circulation Children's Nonfiction

L13	Main Library	11,817	*11,706*
L14	All Branches	8,311	*8,203*
L15	Bookmobile/Outreach	1,965	*1,505*
L16	Total (L13 + L14 + L15)	22,093	*21,414*

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	156,395	*167,745*
L18	All Branches (L2 + L6 + L10 + L14)	108,795	*115,369*
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	17,192	*17,533*
L20	Total (L4 + L8 + L12+ L16)	282,382	*300,647*

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	7,575	*8,089*
L22	All Branches	6,095	*6,102*
L23	Bookmobile/Outreach	606	*830*
L24	Total (L21 + L22 + L23)	14,276	*15,021*

Audiovisual Circulation Other Audio

L25	Main Library	4,886	*5,286*
L26	All Branches	3,901	*5,462*
L27	Bookmobile/Outreach	3,418	*4,284*
L28	Total (L25 + L26 + L27)	12,205	*15,032*

Audiovisual Circulation Videos

L29	Main Library	103,949	*105,427*
L30	All Branches	71,183	*72,970*
L31	Bookmobile/Outreach	4,520	*4,653*
L32	Total (L29 + L30 + L31)	179,652	*183,050*

Audiovisual Circulation Other

L33	Main Library	19,707	*17,899*

L34	All Branches	5,706	*6,579*
L35	Bookmobile/Outreach	60	*205*
L36	Total (L33 + L34 + L35)	25,473	*24,683*

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	136,117	*136,701*
L38	All Branches (L22 + L26 + L30 + L34)	86,885	*91,113*
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	8,604	*9,972*
L40	Total (L24 + L28 + L32 + L36)	231,606	*237,786*

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	5,175	*2,946*
L42	All Branches	2,240	*1,675*
L43	Bookmobile/Outreach	36	*24*
L44	Total (L41 + L42 + L43)	7,451	*4,645*

Total Circulation

L45	Main Library (L17 + L37 + L41)	297,687	*307,392*
L46	All Branches (L18 + L38 + L42)	197,920	*208,157*
L47	Bookmobile/Outreach (L19 + L39 + L43)	25,832	*27,529*

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	58,970	*58,439*
L49	Total Circulation (L20 + L40 + L44 + L48)	580,409	*601,517*
L50	Successful Retrieval of Electronic Information	39,420	*56,017*

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	118,481	*114,153*
L52	All Branches	70,403	*68,812*
L53	Bookmobile/Outreach	8,219	*7,127*
L54	Total (L51 + L52 + L53)	197,103	*190,092*

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	seed library and in-house use	*Seed library checkouts and in-house use*
M2	Use Statistics	160929	*166,442*

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	4,357	*4,459*
N2	Nonprint	0	*0*
N3	Total (N1 + N2):	4,357	*4,459*

Borrowed From

N4	Print	4,539	*5,182*
N5	Nonprint	0	*0*
N6	Total (N4 + N5):	4,539	*5,182*

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. Also, do not enter the number of programs or attendance in more that one category.

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	192	*97*
O2	All Branches	101	*84*
O3	Bookmobile/Outreach	97	*132*
O4	Total (O1 + O2 + O3)	390	*313*

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	5,483	*1,603*
O6	All Branches	2,441	*1,031*
O7	Bookmobile/Outreach	2,434	*2,017*
O8	Total (O5 + O6 + O7)	10,358	*4,651*

Elementary School - *number of programs*

O17	Main Library	243	*229*
O18	All Branches	214	*210*
O19	Bookmobile/Outreach	84	*57*
O20	Total (O17 + O 18 + O19)	541	*496*

Elementary School - *number of attendees*

O21	Main Library	16,551	*12,405*

O22	All Branches	11,049	*9,323*
O23	Bookmobile/Outreach	6,705	*6,570*
O24	Total (O21 + O22 + O23)	34,305	*28,298*

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

O25	Main Library	44	*39*
O26	All Branches	36	*50*
O27	Bookmobile/Outreach	34	*23*
O28	Total (O25 + O26 + O27)	114	*112*

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

O29	Main Library	1,638	*1,100*
O30	All Branches	924	*1,611*
O31	Bookmobile/Outreach	1,286	*684*
O32	Total (O29 + O30 + O31)	3,848	*3,395*

Adult Programs - *number of programs*

O33	Main Library	465	*396*
O34	All Branches	259	*245*
O35	Bookmobile/Outreach	219	*174*
O36	Total (O33 + O34 + O35)	943	*815*

Adult Programs - *number of attendees*

O37	Main Library	6,672	*6,070*
O38	All Branches	6,420	*5,056*
O39	Bookmobile/Outreach	6,481	*7,726*
O40	Total (O37 + O38 + O39)	19,573	*18,852*

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

O41	Main Library	46	*80*
O42	All Branches	45	*80*
O43	Bookmobile/Outreach	0	*0*
O44	Total (O41 + O42 + O43)	91	*160*

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

O45	Main Library	3,558	*3,718*
O46	All Branches	3,292	*3,527*
O47	Bookmobile/Outreach	0	*0*
O48	Total (O45 + O46 + O47)	6,850	*7,245*

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	990	*936*
O50	All Branches (O2 + O18 + O26 + O34 + O42)	655	*686*
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	434	*351*
O52	Total (O4 + O20 + O28 + O36 + O44)	2,079	*1,973*

Total Program Attendance:

O53	Main Library (O5 + O21 + O29 + O37 + O45)	33,902		*28,776*
O54	All Branches (O6 + O22 + O30 + O38 + O46)	24,126		*21,958*
O55	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	16,906		*17,414*
O56	Total (O8 + O24 + O32 + O40 + O48)	74,934		*68,148*

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 - Q5)

Q1	Number of Internet Computers Used by General Public	67	*67*
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	1,249	*1,317*
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	*Yes*
Q4	Wireless Sessions - Annually	121,447	*44,401*
Q5	Number of Web User Sessions	137,545	*128,161*

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	This past fiscal year, Madison Co. Public Library continued to pursue its strategic goals of strengthening community partnerships and extending programming and services out into the community through expanded Outreach programming and the real-time and archived "broadcasting" of programs and events on our YouTube channel and Facebook live. We added a very successful program series that takes place monthly both in our library locations and in community locations -- Senior Wellness, encompassing both gentle yoga and presenters on topics of interest identified by senior library users. We continued to expand partnerships with our local parks and recreation departments, health department, and other community organizations. Our Outreach

coordinator worked with the Hummel Planetarium at Eastern Kentucky University to write a successful grant to the American Astronomical Society to do a year-long series of science and astronomy activities and programs for kids and teens throughout the community. On the technology front, we worked to expand our wifi service, adding more robust service nodes in our parking lots as well as adding a service point in partnership with the Berea Farmer's Market. We also changed our public computer reservation system and added pay stations at the printers as well as remote printing. We expanded our circulating collection, adding 14 guitars, seven ukuleles, and a variety of other items such as wifi hotspots, cords, chargers, and cables. Staff-wise, we saw the retirement of a long-time manager, and used that as an opportunity to shift some of the management staff to new locations. With regard to facilities, we expanded and upgraded our security camera systems. We also continued our long-term work of replacing fluorescent lights with LED lights throughout our buildings. Through a grant from the soil conservation district, we quadrupled our community garden space at the Berea location, adding demonstration beds, a vertical planter, and beds for customer checkout. We continued our planning for expansion at the Richmond location, and received a construction grant from KDLA.

Response has been entered.

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

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	Wednesday	*Wednesday*
V1.2	Week	Third Week	*Third Week*
V1.3	Time	7:30 PM - 8:00 PM	*7:30 PM - 8:00 PM*

President or Chair

V2.1	Name:	Dr. Chris Boni	*Dr. Chris Boni*
V2.2	P.O. Box or Street:	361 Bowerwood Dr.	*361 Bowerwood Dr.*
V2.3	City:	Richmond	*Richmond*
V2.4	Zip:	40475	*40475*
V2.5	Phone:	(859) 248-8215	*(859) 248-8215*
V2.6	Term Expires (MM/DD/YYYY):	01/01/18	*01/01/18*
V2.7	Term	Second Term	*Second Term*
V2.8	Number of Regularly Scheduled Board Meetings Attended	12	*11*
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Vice President or Vice Chair

V3.1	Name:	Judy Flavell	*Judy Flavell*
V3.2	P.O. Box or Street:	2479 Lancaster Rd	*2479 Lancaster Road*
V3.3	City:	Richmond	*Richmond*
V3.4	Zip:	40475	*40475*
V3.5	Phone:	(859) 625-2223	*(859) 625-2223*
V3.6	Term Expires (MM/DD/YYYY):	01/01/20	*01/01/20*
V3.7	Term	Second Term	*Second Term*
V3.8	Number of Regularly Scheduled Board Meetings Attended	10	*10*
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	1	*0*

Secretary

V4.1	Name:	Jackie Couture	*Jackie Couture*
V4.2	P.O. Box or Street:	2277 Brassfield Rd	*2277 Brassfield Road*
V4.3	City:	Richmond	*Richmond*
V4.4	Zip:	40475	*40475*
V4.5	Phone:	(859) 314-8145	*(859) 314-8145*
V4.6	Term Expires (MM/DD/YYYY):	01/01/18	*01/01/18*
V4.7	Term	Filling Unexpired Term	*Filling Unexpired Term*
V4.8	Number of Regularly Scheduled Board Meetings Attended	10	*9*
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	1	*0*

Treasurer

V5.1	Name:	Nola Newman	*Nola Newman*

V5.2	P.O. Box or Street:	348 Opossum Kingdom Road	*348 Opossum Kingdom Road*
V5.3	City:	Berea	*Berea*
V5.4	Zip:	40403	*40403*
V5.5	Phone:	(859) 200-5235	*(859) 200-5235*
V5.6	Term Expires (MM/DD/YYYY):	01/01/19	*01/01/19*
V5.7	Term	First Term	*First Term*
V5.8	Number of Regularly Scheduled Board Meetings Attended	11	*10*
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Member

V6.1	Name:	Phillis Adams	*Phillis Adams*
V6.2	P.O. Box or Street:	109 Pleasant Ridge Dr.	*109 Pleasant Ridge Drive*
V6.3	City:	Richmond	*Richmond*
V6.4	Zip:	40475	*40475*
V6.5	Phone:	(859) 200-0258	*(859) 200-0258*
V6.6	Term Expires (MM/DD/YYYY):	01/01/19	*01/01/17*
V6.7	Term	First Term	*Filling Unexpired Term*
V6.8	Number of Regularly Scheduled Board Meetings Attended	10	*11*
V6.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*
	Does your library collect a statistic that you think other Kentucky libraries should collect?		
	Please add notes for the survey administrator - your reactions to the annual report, the report process, sources of irritation, what could be improved, any feedback that might help in formulating next year's report.		