

Daviess County Public Library District 2021 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Daviess
A2	Estimated Population	101,511
A3	Library Name	Daviess County Public Library District
Street Address		
A4	Street Address	2020 Frederica Street
A5	City	Owensboro
A6	Zip Code	42301
Mailing Address		
A8	Mailing Address	2020 Frederica Street
A9	City	Owensboro
A10	Zip Code	42301
A12	Phone	(270) 684-0211

Operating Revenue (B1 - B15)

DO NOT REPORT CAPITAL REVENUE IN THIS SECTION. They are reported as Item #C40. Examples of revenue to be used for major capital expenditures include funds received for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue to be used for major capital expenditures. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g. fines) or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

E-rate -- If there is an invoice sent to the library that indicates the amount of the e-rate discount (i.e., supported by documentation), then the library can report this as an expenditure under Other Operating Expenditures (Item C29). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B14)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

Local Government Revenue

B1	Library Tax	\$4,966,687
B2	Other	\$0
B3	Local Government Revenue Total (B1 + B2):	\$4,966,687

State Government Revenue

B4	State Aid Grant	\$0
B5	Construction Debt-Assistance Grant	\$64,000
B6	Other State Government Revenue	\$750
B7	State Government Revenue Total (sum B4 through B6)	\$64,750

Federal Government Revenue

B11	LSTA CARES Act Grant	\$1,000
B12	Other Federal Government Revenue	\$0
B13	Federal Government Revenue Total (B11 + B12)	\$1,000

Other Operating Income

B14	Other Operating Revenue	\$129,300
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$5,161,737

Operating Expenditures (C1 - C42)

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

Collection Expenditures

C1	Print Materials	\$160,533
C2	Electronic Materials Expenditures	\$157,748
C3	Audiovisual Materials	\$66,272
C4	Electronic Collections	

	[databases]	\$68,194
C5	Other Library Materials	\$8,798
C6	Collection Expenditures Total (C1 through C5)	\$461,545
Salary Expenditures		
C7	Library Director	\$119,027
C8	Other Library Personnel	\$1,832,618
C10	Salary Expenditures Total (C7 + C8)	\$1,951,645
Fringe Benefits		
C11	Required Fringe Benefits	\$143,259
C12	Retirement (Employer's Share)	\$407,765
C13	Medical Insurance (Employer's Share)	\$258,735
C14	Other	\$10,856
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$820,615
C16	Total Staff Expenditures (C10 + C15)	\$2,772,260
Other Operations		
C17	Building Repair and Maintenance	\$84,748
C20	Office Supplies, Program Supplies, Postage	\$116,606
C21	Insurance	\$46,911
C22	Public Relations	\$19,756
C23	Utilities	\$127,929
C24	Professional Fees (include professional membership fees)	\$80,814
C25	Audit Fee	\$15,006
C26	Fiscal Year that Audit	FY 2019-2020

C27	Covers What year was the library's last long range plan adopted?	2021
C28	Repair and Replacement of Furnishings	\$2,556
C29	Other	\$27,247
C30	Specify	Memorial/Contribution/Grant Purchases/Collection Fees/Sales and Use Tax/State Registration Fee/Staff Purchases
C33	Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)	\$521,573
C34	Bookmobile/Extended Services	\$7,392
C35	Continuing Education	\$2,940
C36	Operating Expenditures for Electronic Access	\$204,869
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$3,970,579

Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditure documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Estimated costs are not included. Exclude expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

C38	Capital Outlay Expenditures	\$61,156
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C39 Debt Service \$542,503

Report all revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections (print, non-print, and electronic) for new buildings, building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude income passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries. Report federal, state, local, and other revenue to be used for major capital expenditures in the following categories:

C40a Local - Capital Revenue \$0

C40b State - Capital Revenue \$0

C40c Federal - Capital Revenue \$0

C40d Other - Capital Revenue \$0

C40 Total Capital Revenue (C40a through C40d) \$0

C41 Income from loans, bond issues, or other income not reported elsewhere \$0

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

Collection Expenditures No

Bookmobile/Extended Services No

Continuing Education No

None of the Above Yes

COVID Related Information (D1 - D16)

D1 Were any of the

	library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic?	No
D2	Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?	Yes
D5	Did the library allow users to complete registration for library cards online without having to come to the library <u>during</u> the Coronavirus (COVID-19) pandemic?	Yes
D6	Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic?	Yes
D7	Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D11	Did the library intentionally provide	

- | | | |
|-----|--|-----|
| | Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? | Yes |
| D12 | Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? | Yes |
| D13 | Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic? | No |

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

- | | | |
|-----|--|---|
| D16 | Describe the Library's Response to the COVID-19 Pandemic | The library was closed to the public from March 16, 2020 through June 8, 2020 in response to the COVID-19 pandemic. We were able to offer a continuation of service during this time by providing access to digital material and creating virtual programs. After opening our building back up to the public, we implemented a curbside delivery program that will be a permanent new service. During this closure, all full time staff was able to work from home and part time employees were placed on furlough until regular hours resumed on July 8, 2020. |
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Outreach Vehicles (F1 - F3)

An outreach vehicle is a vehicle used principally to provide personalized library services to individuals and groups at remote locations. The vehicle

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

F1	Vehicle Year, Make, and Model	2016 Honda Odyssey
F2	Owner of Vehicle	locally
F3	Number of Stops in an Average Week	25
F1	Vehicle Year, Make, and Model	2016 Honda HRV
F2	Owner of Vehicle	locally
F3	Number of Stops in an Average Week	8

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	0
G3	Vehicle Year, Make, and Model	0
G4	Owner of Vehicle	
G5	Bookmobile Visits (number of persons entering the bookmobile)	0
G6	Number of Registered Users	0
G7	Number of Uses	

	[Sessions] of Public Internet Computers Per Year	0
G8	Reference Transactions	0
G9	Hours on the Road Per Week (but not serving patrons)	0
G9a	Sunday - Daily Hours Open to the Public	0
G9b	Monday - Daily Hours Open to the Public	0
G9c	Tuesday - Daily Hours Open to the Public	0
G9d	Wednesday - Daily Hours Open to the Public	0
G9e	Thursday - Daily Hours Open to the Public	0
G9f	Friday - Daily Hours Open to the Public	0
G9g	Saturday - Daily Hours Open to the Public	0
G9.1	Number of Weeks Bookmobile was Closed Due to COVID-19	0
G9.2	Number of Weeks Bookmobile Had Limited Occupancy Due to COVID-19	0
G9.3	Number of Weeks Bookmobile is Open	0
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	0.00
G10	Total Hours for Bookmobiles in an	

		Average Week (G9a + 0.00 G9b + G9c + G9d + G9e + G9f + G9g)
G11	Number of Bookmobiles	0

Main Library (H1 - H19)

This is one type of single outlet library or the library which is the operational center of a multiple outlet library. Usually all processing is centralized here and the principal collections are housed here.

H1	Library Name	Daviess County Public Library District
H2	Street Address	2020 Frederica Street
H3	City	Owensboro
H4	Zip Code	42301
H6	Phone	(270) 684-0211
H8	Square Footage	51,000
H11	Number of Meetings Held	0
H12	Library Visits	478,384
H12a	Library Visits Reporting Method	CT - Annual Count
H13	Number of Registered Users	74,756
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	67,130
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
H15	Reference Transactions	197,288
H15a	Reference Transactions Reporting Method	ES - Annual Estimate Based on Typical Week(s)
Hours Open to the Public		
H16a	Sunday Opening Time	1:00 PM
H16b	Sunday Closing Time	5:00 PM
H16c	Hours	4.00

H16d	Monday Opening Time	9:00 AM
H16e	Monday Closing Time	9:00 PM
H16f	Hours	12.00
H16g	Tuesday Opening Time	9:00 AM
H16h	Tuesday Closing Time	9:00 PM
H16i	Hours	12.00
H16j	Wednesday Opening Time	9:00 AM
H16k	Wednesday Closing Time	9:00 PM
H16l	Hours	12.00
H16m	Thursday Opening Time	9:00 AM
H16n	Thursday Closing Time	9:00 PM
H16o	Hours	12.00
H16p	Friday Opening Time	9:00 AM
H16q	Friday Closing Time	8:00 PM
H16r	Hours	11.00
H16s	Saturday Opening Time	9:00 AM
H16t	Saturday Closing Time	6:00 PM
H16u	Hours	9.00
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	72.00
H17.2	Number of Weeks Main Library was Closed Due to COVID-19	0
H17.3	Number of Weeks Main Library Had Limited Occupancy Due to COVID-19	1
H18	Number of Weeks Main Library is Open	51
H19	Does your library have a Friends group?	

Yes	Yes
No	No

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	51,000
I2	Branch Libraries (sum of E8 branch data)	0
I3	Total (I1 + I2)	51,000

Number of Meetings Held

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

Library Visits

I13	Main Library (from H12)	478,384
I14	Branch Libraries (sum of E12 branch data)	0
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	478,384

Number of Registered Users

I17	Main Library (from H13)	74,756
I18	Branch Libraries (sum of E13 branch data)	0
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	74,756

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

I21	Main Library (from H14)	67,130
I22	Branch Libraries (sum of E14 branch data)	0
I23	Bookmobiles (sum of G7 branch data)	0

I24	Total (I21 + I22 + I23)	67,130
Reference Transactions		
I25	Main Library (from H15)	197,288
I26	Branch Libraries (sum of E15 branch data)	0
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	197,288
Public Service Hours per Year		
I29	Main Library (H17 * H18)	3,672.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	0.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00
I32	Total (I29 + I30 + I31)	3,672.00

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	9.00
J2	Number of Librarians	

	with Non ALA Accredited Master's Degree in Library Science	.0
J3	Number of Librarians with a Master's Degree NOT in Library Science	.0
J4	Number of Librarians with a Bachelor's Degree in Library Science	.0
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	18.00
J6	Number of Librarians with Less Than a Bachelor's Degree	7.00
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	34.00
J8	All Other Paid Staff	14.00
J9	Total Paid Employees (J7 + J8):	48.00

Library Collection (K1 -K17)

Book Collection

K1	Adult Books (over age 18)	111,353
K2	Young Adult Books (ages 12 to 18)	7,771
K3	Children's Books (under age 12)	55,255
K4	Total (K1 + K2 + K3)	174,379

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	176,921
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Electronic Collections [databases] (K7a - K7b):

Report the number of electronic collections [databases].

An electronic collection [database] is a collection of electronically stored

data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection [database] may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection [database] may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections [databases] that are provided by third parties and freely linked to on the web.

Electronic Collections [databases] do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles.

Include electronic collections [databases] that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections [databases] acquired through curation, payment or formal agreement, by source of access:

- Item #K7a Local/Other cooperative agreements
- Item #K7b (State government or state library)
- Item #K7 Total Electronic Collections [databases].

This is the sum of Local/Other cooperative agreements, and State Electronic Collections [databases] (Item #K7a and #K7b).

K7a	Local/Other Cooperative Agreements	24
K7b	State (State Government or State Library) ** Include 66 KYVL databases **	66
K7	Total Electronic Collections [databases] (K7a+K7b)	90
K9	Audio - Physical Units	13,023
K10	Audio - Downloadable Units	49,551

K13	Video - Physical Units	20,910
K14	Video - Downloadable Units	1,990
K15	Other Material in Collection	725
K16	Current Print Serial Subscriptions	165
K17	Book/Serial Volumes (K4 + K16)	174,544

Circulation (L1 - L54)

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library. An item checked out counts as one item, no matter how many uses are subsequently made of that one item.

Book Circulation, Adult (over age 18)

L1	Main Library	108,315
L2	All Branches	0
L3	Bookmobile/Outreach	11,341
L4	Total (L1 + L2 + L3)	119,656

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	18,512
L6	All Branches	0
L7	Bookmobile/Outreach	0
L8	Total (L5 + L6+ L7)	18,512

Book Circulation, Children's (under age 12)

L9	Main Library	108,366
L10	All Branches	0
L11	Bookmobile/Outreach	15,843
L12	Total (L9 + L10+ L11)	124,209

Book Circulation Total

L13	Main Library (L1 + L5 + L9)	235,193
L14	All Branches (L2 + L6 + L10)	0

L15 Bookmobile/Outreach 27,184
 L16 ~~(L3 + L7 + L11)~~
 Total (L4 + L8 + L12) 262,377

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 7,645
 L22 All Branches 0
 L23 Bookmobile/Outreach 0
 L24 Total (L21 + L22 + L23) 7,645

Audiovisual Circulation Other Audio

L25 Main Library 9,467
 L26 All Branches 0
 L27 Bookmobile/Outreach 0
 L28 Total (L25 + L26 + L27) 9,467

Audiovisual Circulation Videos

L29 Main Library 154,203
 L30 All Branches 0
 L31 Bookmobile/Outreach 0
 L32 Total (L29 + L30 + L31) 154,203

Audiovisual Circulation Other

L33 Main Library 7,138
 L34 All Branches 0
 L35 Bookmobile/Outreach 0
 L36 Total (L33 + L34 + L35) 7,138

Audiovisual Circulation Total

L37 Main Library (L21 + L25 + L29 + L33) 178,453
 L38 All Branches (L22 + L26 + L30 + L34) 0
 L39 Bookmobile/Outreach (L23 + L27 + L31 + 0

	L35)	
L40	Total (L24 + L28 + L32 + L36)	178,453

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	4,977
L42	All Branches	0
L43	Bookmobile/Outreach	0
L44	Total (L41 + L42 + L43)	4,977

Total Circulation

L45	Main Library (L13 + L37 + L41)	418,623
L46	All Branches (L14 + L38 + L42)	0
L47	Bookmobile/Outreach (L15 + L39 + L43)	27,184

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	175,532
L49	Total Circulation (L16 + L40 + L44 + L48)	621,339
L50	Successful Retrieval of Electronic Information	203,811

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	141,480
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L52	All Branches	0
L53	Bookmobile/Outreach	15,843
L54	Total (L51 + L52 + L53)	157,323

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
M2	Use Statistics	5488

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	2,156
N2	Nonprint	1,433
N3	Total (N1 + N2):	3,589

Borrowed From

N4	Print	941
N5	Nonprint	519
N6	Total (N4 + N5):	1,460

Programs (O1 - O66)

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

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	166
O2	All Branches	0
O3	Bookmobile/Outreach	0
O4	Total (O1 + O2 + O3)	166

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	2,540
O6	All Branches	0
O7	Bookmobile/Outreach	0
O8	Total (O5 + O6 + O7)	2,540

Elementary School - *number of programs*

O17	Main Library	6
O18	All Branches	0
O19	Bookmobile/Outreach	0
O20	Total (O17 + O18 + O19)	6

Elementary School - *number of attendees*

O21	Main Library	155
O22	All Branches	0
O23	Bookmobile/Outreach	0
O24	Total (O21 + O22 + O23)	155

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

O25	Main Library	54
O26	All Branches	0
O27	Bookmobile/Outreach	3
O28	Total (O25 + O26 + O27)	57

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

O29	Main Library	513
O30	All Branches	0
O31	Bookmobile/Outreach	31
O32	Total (O29 + O30 + O31)	544

Adult Programs - *number of programs*

O33	Main Library	105
O34	All Branches	0
O35	Bookmobile/Outreach	7

O36 Total (O33 + O34 + O35) 112
Adult Programs - *number of attendees*

O37 Main Library 2,044

O38 All Branches 0

O39 Bookmobile/Outreach 71

O40 Total (O37 + O38 + O39) 2,115

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

O41 Main Library 72

O42 All Branches 0

O43 Bookmobile/Outreach 15

O44 Total (O41 + O42 + O43) 87

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

O45 Main Library 1,424

O46 All Branches 0

O47 Bookmobile/Outreach 633

O48 Total (O45 + O46 + O47) 2,057

Total Number Of Programs:

O49 Main Library (O1 + O17 + O25 + O33 + O41) 403

O50 All Branches (O2 + O18 + O26 + O34 + O42) 0

O51 Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43) 25

O52 Total (O4 + O20 + O28 + O36 + O44) 428

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

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

O53 Number of Live In–Person Onsite Program Sessions 392

O54 Number of Live In–

	Person Offsite	36
O55	Program Sessions Total Live In–Person Program Sessions (O53 + O54)	428
Total Program Attendance:		
O56	Main Library (O5 + O21 + O29 + O37 + O45)	6,676
O57	All Branches (O6 + O22 + O30 + O38 + O46)	0
O58	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	735
O59	Total (O8 + O24 + O32 + O40 + O48)	7,411

Live Program Attendance (Onsite and Offsite)

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

O60	Live In–Person Onsite Program Attendance	6,299
O61	Live In–Person Offsite Program Attendance	1,112
O62	Total Live In–Person Program Attendance (O60 + O61)	7,411

Virtual Programs

O63	Number of Live Virtual Program Sessions	124
O64	Virtual Program Attendance	772
O65	Total Views of Recorded Program Presentations within 7 Days	2,314
O66	Total Number of Recorded Program Presentations	124

Self-Directed Activities (Passive Programs) (P1 - P8)

A Self-directed Activity is a planned, independent activity available for a definite time period which introduces participating individuals to any of the broad range of library services or activities which directly provide information to participants. Activities differ from programs in that activities are unstructured and depend on the participation of the attendee to create the experience, rather than a structured presentation offered by librarian to a group at a set time.

Examples of these types of passive activities include DIY stations, craft/activity bags, make and take activity kits, and *Do Science at Home STEAM Kits*.

This does not include informal services such as homework help.

Count all activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities.

Self-Directed Activities (Passive Programs), Children (under age 12)

P1	Number of Programs	104
P2	Number of Participants	5,378

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

P3	Number of Programs	52
P4	Number of Participants	2,358

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

P5	Number of Programs	72
P6	Number of Participants	2,234

P7 Total Number of Self-Directed Activities (P1 + P3 + P5) 228

P8 Total Participants in Self-Directed Activities (P2 + P4 + P6) 9,970

Technology (Q1 - Q5)

Q1 Number of Internet

Q2	Computers Used by General Public Number of People Formally Trained by Staff to Use Electronic Resources	46 71
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	46,540
Q4a	Reporting Method for Wireless Sessions	CT - Annual Count
Q5	Website Visits	336,783

Intellectual Freedom Challenges (R1)

R1	Number of Intellectual Freedom Challenges	2
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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	Fiscal year 2020/2021 was a unique year for the library. We spend the majority of the year in response to the COVID-19 pandemic, making sure the library and our services would be safe for our staff and patrons. There were a few temporary adjustments to our times open, but otherwise our facility stayed open. All of our in-person programming required registration and we limited the amount of attendees. We utilized our outside programming space as much as possible. We added to our circulating hot spot collection to help patrons in our community that do not have broadband access to their homes for virtual school or work. Some other highlights during this year: <ul style="list-style-type: none"> •Completed our 2021-2024 Strategic Agenda. This is a shorten version of the typical 5 year plan we usually do. •Began discussions of a potential parking lot expansion •Replaced soft-sided seating with vinyl upholstered seating •Partnered with the
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Census Bureau to aid in onboarding their new employees •Received a \$10,000 grant from the Kentucky Humanities Council to aid with purchases of supplies related to COVID-19 protection •Participated in the 2020 Election by being a ballot box location •Although we did not win, we were a finalist for the 2020 Impact 100 \$100,000 grant.

Board Policies (T1 - T10)

Click on the check box if you have reviewed your policies in the last five years

T1	Board Reimbursement of Expense Policy	Yes
T2	Conflict of Interest Policy	Yes
T3	Ethics Policy	Yes
T4	Fiscal Responsibility Policy	Yes
T5	Investment Policy	Yes
T6	Open Records Policy	Yes
T7	Procurement Code Policy	Yes
T8	Sponsorship Policy	Yes
T9	Trustee Orientation Policy	Yes
T10	Whistleblower Policy	Yes

This Report Has Been Completed by: Debbie Young, Business Manager

Does your library collect a statistic that you think other Kentucky libraries should collect? No

Please add notes for the survey administrator - your reactions to the annual report, the report process, None

sources of irritation,
what could be
improved, any
feedback that might
help in formulating
next year's report.