Daviess County Public Library District
2022 Kentucky Annual Report of Public Libraries

General Information (A1 - A12)

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	$5,112,290
B2	Other	$0
B3	Local Government Revenue Total (B1 + B2):	$5,112,290

State Government Revenue

B5	Construction Debt-Assistance Grant	$64,000
B6	Other State Government Revenue	$250
B7	State Government Revenue Total (sum B5 through B6)	$64,250

Federal Government Revenue

B11a	LSTA CARES Act Grant	$0
B11b	ARPA Grant	$19,967
B12	Other Federal Government Revenue	$36,444
B13	Federal Government Revenue Total (B11a + B11b + B12)	$56,411

Other Operating Income

B14	Other Operating Revenue	$154,302
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$5,387,253

Operating Expenditures (C1 - C41)

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

Collection Expenditures

C1	Print Materials	$167,069
C2	Electronic Materials Expenditures	$152,243
C3	Audiovisual Materials	$57,730

C4	Electronic Collections [databases]	$83,504
C5	Other Library Materials	$9,069
C6	Collection Expenditures Total (C1 through C5)	$469,615

Salary Expenditures

C7	Library Director	$123,028
C7a	Years as Director at Current Library (ex: 1.5)	6.0
C8	Other Library Personnel	$1,874,781
C10	Salary Expenditures Total (C7 + C8)	$1,997,809

Fringe Benefits

C11	Required Fringe Benefits	$146,341
C12	Retirement (Employer's Share)	$468,895
C13	Medical Insurance (Employer's Share)	$271,245
C14	Other	$9,717
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$896,198
C16	Total Staff Expenditures (C10 + C15)	$2,894,007

Other Operations

C17	Building Repair and Maintenance	$86,837
C20	Office Supplies, Program Supplies, Postage	$112,501
C21	Insurance	$50,104
C22	Public Relations	$21,287
C23	Utilities	$153,833
C24	Professional Fees (include professional membership fees)	$87,968
C25	Audit Fee	$15,653
C26	Fiscal Year that Audit Covers	FY 2020-2021
C27	What year was the library's last long range plan adopted?	2021

C28	Repair and Replacement of Furnishings	$4,755
C29	Other	$94,129
C30	Specify	Memorial/Contribution/Grant Purchases/Collection Fees/Sales & Use Tax/State Registration Fee/Staff Purchases

C33 Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29) $627,067

C34	Bookmobile/Extended Services	$12,554
C35	Continuing Education	$16,200
C36	Operating Expenditures for Electronic Access	$211,600

C37 Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36): $4,231,043

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	$134,945
C39	Debt Service	$543,606

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

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.

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	15
F1	Vehicle Year, Make, and Model	2016 Honda HR-V
F2	Owner of Vehicle	locally
F3	Number of Stops in an Average Week	13

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	N/A
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 + G9b + G9c + G9d + G9e + G9f + G9g)	0.00

| 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	528,561
H12a	Library Visits Reporting Method	CT - Annual Count
H13	Number of Registered Users	76,850
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	79,945
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
H15	Reference Transactions	156,451
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

The following three items cannot total more than 52 weeks. The main library is either closed, has limited occupancy, or is open.

H17.2	Number of Weeks Main Library was Closed Due to COVID-19	0
H17.3	Number of Weeks Main Library Had Limited Occupancy Due to COVID-19	0
H18	Number of Weeks Main Library is Open	52

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)	528,561
I14	Branch Libraries (sum of E12 branch data)	0
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	528,561

Number of Registered Users

I17	Main Library (from H13)	76,850
I18	Branch Libraries (sum of E13 branch data)	0
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	76,850

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

I21	Main Library (from H14)	79,945
I22	Branch Libraries (sum of E14 branch data)	0
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	79,945

Reference Transactions

I25	Main Library (from H15)	156,451
I26	Branch Libraries (sum of E15 branch data)	0
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	156,451

Public Service Hours per Year

I29	Main Library (sum of (H17.3 + H18) * H17)	3,744.00
I30	Branch Libraries (sum of (E17.2 + E17.3) * E17)	0.00
I31	Bookmobiles (sum of (G9.2 + G9.3) * G10)	0.00
I32	Total (I29 + I30 + I31)	3,744.00

Library Staff (J1- J5)

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

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

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

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	9.00
J2	Librarians without an ALA Accredited Master's Degree in Library Science	26
J3	Total Librarians (J1 + J2):	35.00
J4	All Other Paid Staff	13.75
J5	Total Paid Employees (J3 + J4):	48.75

Library Collection (K1 -K17)
Book Collection

K1	Adult Books (over age 18)	110,519
K2	Young Adult Books (ages 12 to 18)	7,499
K3	Children's Books (under age 12)	52,655
K4	Total (K1 + K2 + K3)	170,673

Digital or Audiovisual Materials

| K6 | Electronic Books (E-Books) | 183,107 |

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**	**12,103**
K10	**Audio - Downloadable Units**	**55,282**
K13	**Video - Physical Units**	**21,146**
K14	**Video - Downloadable Units**	**2,035**
K15	**Other Material in Collection**	**772**
K16	**Current Print Serial Subscriptions**	**144**
K17	**Book/Serial Volumes (K4 + K16)**	**170,817**

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	120,382
L2	All Branches	0
L3	Bookmobile/Outreach	13,215
L4	Total (L1 + L2 + L3)	133,597

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	19,514
L6	All Branches	0
L7	Bookmobile/Outreach	0
L8	Total (L5 + L6+ L7)	19,514

Book Circulation, Children's (under age 12)

L9	Main Library	135,082
L10	All Branches	0
L11	Bookmobile/Outreach	15,576
L12	Total (L9 + L10+ L11)	150,658

Book Circulation Total

L13	Main Library (L1 + L5 + L9)	274,978
L14	All Branches (L2 + L6 + L10)	0
L15	Bookmobile/Outreach (L3 + L7 + L11)	28,791
L16	Total (L4 + L8 + L12)	303,769

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	6,896

L22	All Branches	0
L23	Bookmobile/Outreach	0
L24	**Total (L21 + L22 + L23)**	**6,896**

Audiovisual Circulation Other Audio

L25	Main Library	9,528
L26	All Branches	0
L27	Bookmobile/Outreach	0
L28	**Total (L25 + L26 + L27)**	**9,528**

Audiovisual Circulation Videos

L29	Main Library	132,562
L30	All Branches	0
L31	Bookmobile/Outreach	0
L32	**Total (L29 + L30 + L31)**	**132,562**

Audiovisual Circulation Other

L33	Main Library	7,451
L34	All Branches	0
L35	Bookmobile/Outreach	0
L36	**Total (L33 + L34 + L35)**	**7,451**

Audiovisual Circulation Total

L37	**Main Library (L21 + L25 + L29 + L33)**	**156,437**
L38	**All Branches (L22 + L26 + L30 + L34)**	**0**
L39	**Bookmobile/Outreach (L23 + L27 + L31 + L35)**	**0**
L40	**Total (L24 + L28 + L32 + L36)**	**156,437**

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	5,139
L42	All Branches	0
L43	Bookmobile/Outreach	0
L44	**Total (L41 + L42 + L43)**	5,139

Total Circulation

L45	**Main Library (L13 + L37 + L41)**	436,554
L46	**All Branches (L14 + L38 + L42)**	0
L47	**Bookmobile/Outreach (L15 + L39 + L43)**	28,791

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	198,736
L49	**Total Circulation (L16 + L40 + L44 + L48)**	664,081
L50	Successful Retrieval of Electronic Information	185,377

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	169,187
L52	All Branches	0
L53	Bookmobile/Outreach	15,576
L54	**Total (L51 + L52 + L53)**	184,763

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	5789
M1	Other Measures of Library Use	Notary Service

M2	Use Statistics	2069

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	2,602
N2	Nonprint	1,811
N3	**Total (N1 + N2):**	4,413

Borrowed From

N4	Print	968
N5	Nonprint	478
N6	**Total (N4 + N5):**	1,446

Programs (O1 - O38)

Please [see long note on Synchronous Program Sessions here](#)

PROGRAM SESSIONS

The Number of Synchronous (Live) Onsite Program Sessions

O1	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	279
O2	Number of Programs Targeted at Elementary School Children (ages 6–12)	1
O3	Number of Programs Targeted at Young Adults (ages 12 to 18)	64
O4	Number of Programs Targeted at Adults (age 19 and older)	187
O5	Number of Programs Targeted at Multiple Age Levels	118
O6	**Total Number of Synchronous (Live) Onsite Program Sessions (O1 + O2 + O3 + O4 + O5)**	649

The Number of Synchronous (Live) Offsite Program Sessions

O7	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	542
O8	Number of Programs Targeted at Elementary School Children (ages 6–12)	54

**O9   Number of Programs Targeted at   32
Young Adults (ages 12 to 18)**

**O10   Number of Programs Targeted at   69
Adults (age 19 and older)**

**O11   Number of Programs Targeted at   10
Multiple Age Levels**

**O12   Total Number of Synchronous (Live)   707
Offsite Program Sessions (O7 + O8 + O9 + O10
+ O11)**

The Number of Synchronous (Live) Virtual Program Sessions

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

**O14   Number of Programs Targeted at   0
Elementary School Children (ages 6–12)**

**O15   Number of Programs Targeted at   0
Young Adults (ages 12 to 18)**

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

**O17   Number of Programs Targeted at   9
Multiple Age Levels**

**O18   Total Number of Synchronous (Live)   34
Virtual Program Sessions (O13 + O14 + O15 +
O16 + O17)**

PROGRAM ATTENDANCE

Attendance at Synchronous (Live) Onsite Programs

**O19   Attendance at Programs Targeted at   6,511
Infants, Toddlers, and Preschoolers (under age
6)**

**O20   Attendance at Programs Targeted at   32
Elementary School Children (ages 6–12)**

**O21   Attendance at Programs Targeted at   1,037
Young Adults (ages 12 to 18)**

**O22   Attendance at Programs Targeted at   4,694
Adults (age 19 and older)**

**O23   Attendance at Programs Targeted at   4,886
Multiple Age Levels**

O24 Total Attendance at Synchronous (Live) Onsite Programs (O19 + O20 + O21 + O22 + O23)   17,160

Attendance at Synchronous (Live) Offsite Programs

O25 Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)   8,286

O26 Attendance at Programs Targeted at Elementary School Children (ages 6–12)   2,235

O27 Attendance at Programs Targeted at Young Adults (ages 12 to 18)   462

O28 Attendance at Programs Targeted at Adults (age 19 and older)   1,129

O29 Attendance at Programs Targeted at Multiple Age Levels   1,499

O30 Total Attendance at Synchronous (Live) Offsite Programs (O25 + O26 + O27 + O28 + O29)   13,611

Synchronous (Live) Virtual Program Attendance

O31 Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)   130

O32 Attendance at Programs Targeted at Elementary School Children (ages 6–12)   0

O33 Attendance at Programs Targeted at Young Adults (ages 12 to 18)   0

O34 Attendance at Programs Targeted at Adults (age 19 and older)   445

O35 Attendance at Programs Targeted at Multiple Age Levels   258

O36 Total Synchronous (Live) Virtual Program Attendance (O31 + O32 + O33 + O34 + O35)   833

O37 Total Number of Recorded Program Presentations   34

O38 Total Views of Recorded Program Presentations within 7 Days   208

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

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

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

This does not include informal services such as homework help.

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

Self-directed activities may also have a program component that would be reported in Section O of the report. For example, a program about crafts (report in Section O) may involve constructing objects (report in Section P)

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

P1	Number of Programs	61
P2	Number of Participants	4,558

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

P3	Number of Programs	47
P4	Number of Participants	1,184

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

P5	Number of Programs	18
P6	Number of Participants	602

P7	**Total Number of Self-Directed Activities (P1 + P3 + P5)**	126
P8	**Total Participants in Self-Directed Activities (P2 + P4 + P6)**	6,344

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	62
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	44
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	62,500

Q4a   **Reporting Method for Wireless Sessions**   **CT - Annual Count**

Q5   **Website Visits**   **343,062**

Intellectual Freedom Challenges (R1)

R1   **Number of Intellectual Freedom Challenges**   **2**

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

Most of fiscal year 2021/2022 was spent planning for a parking lot expansion and improvement project. The construction project began in June of 2022 after several months of planning. We will add 27 additional parking spaces, reroute existing parking for better safety measures, widen the entrance on Ford Avenue, and install a drive-up book drop. Construction is scheduled to be completed by Fall of 2022. The plans were drawn by American Engineers, with Richard Tutt as the chief engineer, and the contractor is O'Bryan Contracting. Some other highlights during this year: •We received money from the Emergency Connectivity Fund that enabled us to provide additional hot spots for checkout and to assist Daviess County residents to have broadband access in their homes. •The Library Board approved Juneteenth as a paid holiday for staff. •We received a $20,000 LSTA grant to help replace soft-sided seating with vinyl covered seating. •We partnered with the Neblett Center, with a $25,000 grant from Atmos Energy, to refresh their library. •Bill 167 was passed by the State House and Senate which resulted in changes to how our board is appointed. •Our building and grounds were pressure washed by Grimestoppers, which greatly improved the appearance of our building and grounds. •We added additional laptops for circulation. •We began the process for paperless library card applications.

Board Policies (T1 - T10)

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

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

This Report Has Been Completed by:	**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, sources of irritation, what could be improved, any feedback that might help in formulating next year's report.	