

Marshall County Public Library

2021 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Marshall
A2	Estimated Population	31,100
A3	Library Name	Marshall County Public Library
Street Address		
A4	Street Address	1150 Birch Street
A5	City	Benton
A6	Zip Code	42025
Mailing Address		
A8	Mailing Address	1150 Birch Street
A9	City	Benton
A10	Zip Code	42025
A12	Phone	(270) 527-9969

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	\$2,422,744
B2	Other	\$0
B3	Local Government Revenue Total (B1 + B2):	\$2,422,744
State Government Revenue		
B4	State Aid Grant	\$0
B5	Construction Debt-Assistance Grant	\$0
B6	Other State Government Revenue	\$0
B7	State Government Revenue Total (sum B4 through B6)	\$0
Federal Government Revenue		
B11	LSTA CARES Act Grant	\$6,769
B12	Other Federal Government Revenue	\$22,837
B13	Federal Government Revenue Total (B11 + B12)	\$29,606
Other Operating Income		
B14	Other Operating Revenue	\$100,867
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$2,553,217

Operating Expenditures (C1 - C42)

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

Collection Expenditures		
C1	Print Materials	\$67,005
C2	Electronic Materials Expenditures	\$22,952
C3	Audiovisual Materials	\$19,454
C4	Electronic Collections [databases]	\$64,252
C5	Other Library Materials	\$4,879
C6	Collection Expenditures Total (C1 through C5)	\$178,542
Salary Expenditures		
C7	Library Director	\$66,300

C8	Other Library Personnel	\$798,396
C10	Salary Expenditures Total (C7 + C8)	\$864,696
Fringe Benefits		
C11	Required Fringe Benefits	\$65,449
C12	Retirement (Employer's Share)	\$189,435
C13	Medical Insurance (Employer's Share)	\$121,965
C14	Other	
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$376,849
C16	Total Staff Expenditures (C10 + C15)	\$1,241,545
Other Operations		
C17	Building Repair and Maintenance	\$114,792
C20	Office Supplies, Program Supplies, Postage	\$52,423
C21	Insurance	\$56,241
C22	Public Relations	\$18,240
C23	Utilities	\$83,445
C24	Professional Fees (include professional membership fees)	\$10,437
C25	Audit Fee	\$5,900
C26	Fiscal Year that Audit Covers	FY 2019-2020
C27	What year was the library's last long range plan adopted?	2021
C28	Repair and Replacement of Furnishings	\$1,185
C29	Other	\$84,627
C30	Specify	eRate, land improvement, and misc.
C33	Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)	\$427,290
C34	Bookmobile/Extended Services	\$8,513
C35	Continuing Education	\$10,424
C36	Operating Expenditures for Electronic Access	\$68,841

C37 **Total Operating Expenditures (C6** \$1,935,155
+ C16 + C33 + C34 + C35 +

C36):
 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 \$129,678

C39 Debt Service \$333,500

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** \$0
through C40d)

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

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? Yes
- 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 during 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 Yes

- Coronavirus (COVID-19) pandemic?
- 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? No
- 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 All branches closed to in-person services November 2 - February 1 due to the number of cases in our county. During this time we offered curbside services and phone reference. We added a book bundle service as well as hotspot checkouts.

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.

- | | | |
|----|---------------------|---|
| E1 | Branch Library Name | Marshall County Public Library
@Calvert City |
| E2 | Street Address | 23 Park Road |
| E3 | City | Calvert City |

E4	Zip Code	42029
E6	Phone	(270) 527-9969
E8	Square Footage	9,000
E11	Number of Meetings Held	21
E12	Library Visits	14,788
E13	Number of Registered Users	8,885
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	997
E15	Reference Transactions	1,478
E16a	Sunday Opening Time	0
E16b	Sunday Closing Time	0
E16c	Hours	0.00
E16d	Monday Opening Time	9:00 a.m.
E16e	Monday Closing Time	7:00 p.m.
E16f	Hours	10.00
E16g	Tuesday Opening Time	9:00 a.m.
E16h	Tuesday Closing Time	5:00 p.m.
E16i	Hours	8.00
E16j	Wednesday Opening Time	9:00 a.m.
E16k	Wednesday Closing Time	5:00 p.m.
E16l	Hours	8.00
E16m	Thursday Opening Time	9:00 a.m.
E16n	Thursday Closing Time	5:00 p.m.
E16o	Hours	8.00
E16p	Friday Opening Time	9:00 a.m.
E16q	Friday Closing Time	5:00 p.m.
E16r	Hours	8.00
E16s	Saturday Opening Time	9:00 a.m.
E16t	Saturday Closing Time	5:00 p.m.
E16u	Hours	8.00
E17.1	Number of Weeks Branch was Closed Due to COVID-19	13
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	0
E17.3	Number of Weeks Branch Library is Open	39

E1	Branch Library Name	Marshall County Public Library
E2	Street Address	@Hardin 4640 Murray Highway
E3	City	Hardin
E4	Zip Code	42048
E6	Phone	(270) 527-9969
E8	Square Footage	9,192
E11	Number of Meetings Held	16
E12	Library Visits	9,585
E13	Number of Registered Users	4,030
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	511
E15	Reference Transactions	901
E16a	Sunday Opening Time	0
E16b	Sunday Closing Time	0
E16c	Hours	0.00
E16d	Monday Opening Time	9:00 a.m.
E16e	Monday Closing Time	7:00 p.m.
E16f	Hours	10.00
E16g	Tuesday Opening Time	9:00 a.m.
E16h	Tuesday Closing Time	5:00 p.m.
E16i	Hours	8.00
E16j	Wednesday Opening Time	9:00 a.m.
E16k	Wednesday Closing Time	5:00 p.m.
E16l	Hours	8.00
E16m	Thursday Opening Time	9:00 a.m.
E16n	Thursday Closing Time	5:00 p.m.
E16o	Hours	8.00
E16p	Friday Opening Time	9:00 a.m.
E16q	Friday Closing Time	5:00 p.m.
E16r	Hours	8.00
E16s	Saturday Opening Time	9:00 a.m.
E16t	Saturday Closing Time	5:00 p.m.
E16u	Hours	8.00
E17.1	Number of Weeks Branch was Closed Due to COVID-19	13
E17.2	Number of Weeks Branch Had Limited Occupancy Due to	0

	COVID-19	
E17.3	Number of Weeks Branch Library is Open	39
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	100.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	78.00
E18	Number of Branches	2
E19	Total Annual Hours Open	3,900.00

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
F2	Owner of Vehicle
F3	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	P6835
G3	Vehicle Year, Make, and Model	2012 Freightliner Sprinter

G4	Owner of Vehicle	locally
G5	Bookmobile Visits (number of persons entering the bookmobile)	0
G6	Number of Registered Users	144
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0
G8	Reference Transactions	373
G9	Hours on the Road Per Week (but not serving patrons)	12.5
G9a	Sunday - Daily Hours Open to the Public	0
G9b	Monday - Daily Hours Open to the Public	5
G9c	Tuesday - Daily Hours Open to the Public	4
G9d	Wednesday - Daily Hours Open to the Public	4
G9e	Thursday - Daily Hours Open to the Public	5
G9f	Friday - Daily Hours Open to the Public	3.5
G9g	Saturday - Daily Hours Open to the Public	0
G9.1	Number of Weeks Bookmobile was Closed Due to COVID-19	52
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)	21.50
G11	Number of Bookmobiles	1

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	Marshall County Public Library @ Benton
H2	Street Address	1150 Birch Street
H3	City	Benton
H4	Zip Code	42025
H6	Phone	(270) 527-9969
H8	Square Footage	30,505
H11	Number of Meetings Held	45
H12	Library Visits	33,851
H12a	Library Visits Reporting Method	CT - Annual Count
H13	Number of Registered Users	19,845
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,058
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
H15	Reference Transactions	3,385
H15a	Reference Transactions Reporting Method	ES - Annual Estimate Based on Typical Week(s)
Hours Open to the Public		
H16a	Sunday Opening Time	0
H16b	Sunday Closing Time	0
H16c	Hours	0.00
H16d	Monday Opening Time	9:00 a.m.
H16e	Monday Closing Time	7:00 p.m.
H16f	Hours	10.00
H16g	Tuesday Opening Time	9:00 a.m.
H16h	Tuesday Closing Time	7:00 p.m.
H16i	Hours	10.00
H16j	Wednesday Opening Time	9:00 a.m.
H16k	Wednesday Closing Time	7:00 p.m.
H16l	Hours	10.00
H16m	Thursday Opening Time	9:00 a.m.
H16n	Thursday Closing Time	7:00 p.m.
H16o	Hours	10.00

H16p	Friday Opening Time	9:00 a.m.
H16q	Friday Closing Time	5:00 p.m.
H16r	Hours	8.00
H16s	Saturday Opening Time	9:00 a.m.
H16t	Saturday Closing Time	5:00 p.m.
H16u	Hours	8.00
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	56.00
H17.2	Number of Weeks Main Library was Closed Due to COVID-19	13
H17.3	Number of Weeks Main Library Had Limited Occupancy Due to COVID-19	0
H18	Number of Weeks Main Library is Open	39
H19	Does your library have a Friends group?	
	Yes	No
	No	Yes

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	30,505
I2	Branch Libraries (sum of E8 branch data)	18,192
I3	Total (I1 + I2)	48,697

Number of Meetings Held

I10	Main Library (from H11)	45
I11	Branch Libraries (sum of E11 branch data)	37
I12	Total (I10 + I11)	82

Library Visits

I13	Main Library (from H12)	33,851
I14	Branch Libraries (sum of E12 branch data)	24,373
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	58,224

Number of Registered Users		
I17	Main Library (from H13)	19,845
I18	Branch Libraries (sum of E13 branch data)	12,915
I19	Bookmobiles (sum of G6 branch data)	144
I20	Total (I17 + I18 + I19)	32,904
Number of Uses [Sessions] of Public Internet Computers Per Year		
I21	Main Library (from H14)	2,058
I22	Branch Libraries (sum of E14 branch data)	1,508
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	3,566
Reference Transactions		
I25	Main Library (from H15)	3,385
I26	Branch Libraries (sum of E15 branch data)	2,379
I27	Bookmobiles (sum of G8 branch data)	373
I28	Total (I25 + I26 + I27)	6,137
Public Service Hours per Year		
I29	Main Library (H17 * H18)	2,184.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	3,900.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00
I32	Total (I29 + I30 + I31)	6,084.00

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	2.55
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	.60
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	11.65
J6	Number of Librarians with Less Than a Bachelor's Degree	8.40
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	23.20
J8	All Other Paid Staff	3.93
J9	Total Paid Employees (J7 + J8):	27.13

Library Collection (K1 -K17)

Book Collection

K1	Adult Books (over age 18)	112,320
K2	Young Adult Books (ages 12 to 18)	13,262
K3	Children's Books (under age 12)	61,387
K4	Total (K1 + K2 + K3)	186,969

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	175,244
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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	16
K7b	State (State Government or State Library) ** Include 66 KYVL databases **	66
K7	Total Electronic Collections [databases] (K7a+K7b)	82
K9	Audio - Physical Units	5,940
K10	Audio - Downloadable Units	49,591
K13	Video - Physical Units	24,796
K14	Video - Downloadable Units	2,040
K15	Other Material in Collection	834
K16	Current Print Serial Subscriptions	112
K17	Book/Serial Volumes (K4 + K16)	187,081

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	44,419
L2	All Branches	34,694
L3	Bookmobile/Outreach	2,332
L4	Total (L1 + L2 + L3)	81,445

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	5,411
L6	All Branches	4,889
L7	Bookmobile/Outreach	33
L8	Total (L5 + L6 + L7)	10,333

Book Circulation, Children's (under age 12)

L9	Main Library	31,889
L10	All Branches	23,416
L11	Bookmobile/Outreach	806
L12	Total (L9 + L10 + L11)	56,111

Book Circulation Total

L13	Main Library (L1 + L5 + L9)	81,719
L14	All Branches (L2 + L6 + L10)	62,999
L15	Bookmobile/Outreach (L3 + L7 + L11)	3,171
L16	Total (L4 + L8 + L12)	147,889

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	2,131
L22	All Branches	718

L23	Bookmobile/Outreach	18
L24	Total (L21 + L22 + L23)	2,867
Audiovisual Circulation Other Audio		
L25	Main Library	42
L26	All Branches	21
L27	Bookmobile/Outreach	2
L28	Total (L25 + L26 + L27)	65
Audiovisual Circulation Videos		
L29	Main Library	17,239
L30	All Branches	28,264
L31	Bookmobile/Outreach	126
L32	Total (L29 + L30 + L31)	45,629
Audiovisual Circulation Other		
L33	Main Library	696
L34	All Branches	361
L35	Bookmobile/Outreach	2
L36	Total (L33 + L34 + L35)	1,059
Audiovisual Circulation Total		
L37	Main Library (L21 + L25 + L29 + L33)	20,108
L38	All Branches (L22 + L26 + L30 + L34)	29,364
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	148
L40	Total (L24 + L28 + L32 + L36)	49,620

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	1,609
L42	All Branches	1,093
L43	Bookmobile/Outreach	41
L44	Total (L41 + L42 + L43)	2,743

Total Circulation

L46	Main Library (L13 + L37 + L41)	103,436
	All Branches (L14 + L38 + L42)	99,456
L47	Bookmobile/Outreach (L15 + L39 + L43)	3,360

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	43,531
L49	Total Circulation (L16 + L40 + L44 + L48)	243,783
L50	Successful Retrieval of Electronic Information	119,064

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	35,289
L52	All Branches	28,826
L53	Bookmobile/Outreach	831
L54	Total (L51 + L52 + L53)	64,946

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
M2	Use Statistics

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	533
N2	Nonprint	0
N3	Total (N1 + N2):	533

Borrowed From

N4	Print	479
N5	Nonprint	0
N6	Total (N4 + N5):	479

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	1
O2	All Branches	1
O3	Bookmobile/Outreach	0
O4	Total (O1 + O2 + O3)	2

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	10
O6	All Branches	10
O7	Bookmobile/Outreach	0
O8	Total (O5 + O6 + O7)	20

Elementary School - *number of programs*

O17	Main Library	8
O18	All Branches	10
O19	Bookmobile/Outreach	0
O20	Total (O17 + O18 + O19)	18

Elementary School - *number of attendees*

O21	Main Library	271
O22	All Branches	148
O23	Bookmobile/Outreach	0
O24	Total (O21 + O22 + O23)	419

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

O25	Main Library	1
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O26	All Branches	0
O27	Bookmobile/Outreach	0
O28	Total (O25 + O26 + O27)	1

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

O29	Main Library	325
O30	All Branches	0
O31	Bookmobile/Outreach	0
O32	Total (O29 + O30 + O31)	325

Adult Programs - *number of programs*

O33	Main Library	3
O34	All Branches	0
O35	Bookmobile/Outreach	0
O36	Total (O33 + O34 + O35)	3

Adult Programs - *number of attendees*

O37	Main Library	32
O38	All Branches	0
O39	Bookmobile/Outreach	0
O40	Total (O37 + O38 + O39)	32

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

O41	Main Library	7
O42	All Branches	15
O43	Bookmobile/Outreach	0
O44	Total (O41 + O42 + O43)	22

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

O45	Main Library	286
O46	All Branches	568
O47	Bookmobile/Outreach	0
O48	Total (O45 + O46 + O47)	854

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	20
O50	All Branches (O2 + O18 + O26 + O34 + O42)	26
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	0
O52	Total (O4 + O20 + O28 + O36 + O44)	46

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	41
O54	Number of Live In-Person Offsite Program Sessions	5
O55	Total Live In-Person Program Sessions (O53 + O54)	46
Total Program Attendance:		
O56	Main Library (O5 + O21 + O29 + O37 + O45)	924
O57	All Branches (O6 + O22 + O30 + O38 + O46)	726
O58	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	0
O59	Total (O8 + O24 + O32 + O40 + O48)	1,650

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	1,119
O61	Live In-Person Offsite Program Attendance	531
O62	Total Live In-Person Program Attendance (O60 + O61)	1,650

Virtual Programs

O63	Number of Live Virtual Program Sessions	1
O64	Virtual Program Attendance	10
O65	Total Views of Recorded Program Presentations within 7 Days	3,501
O66	Total Number of Recorded Program Presentations	95

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	31
P2	Number of Participants	842

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

P3	Number of Programs	15
P4	Number of Participants	534

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

P5	Number of Programs	57
P6	Number of Participants	2,224
P7	Total Number of Self-Directed Activities (P1 + P3 + P5)	103
P8	Total Participants in Self-Directed Activities (P2 + P4 + P6)	3,600

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	61
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	12
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	106,154

Q4a	Reporting Method for Wireless Sessions	CT - Annual Count
Q5	Website Visits	55,634

Intellectual Freedom Challenges (R1)

R1	Number of Intellectual Freedom Challenges	1
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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	We hired a new Bookmobile Librarian in January 2021. We are using the pandemic to reevaluate our community's needs in terms of the Bookmobile and create a new plan for services.
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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: Tammy J Blackwell

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.