

Madison County Public Library

2015 Kentucky Annual Report of Public Libraries

CURRENT YEAR

PREVIOUS YEAR

General Information (A1 - A16)

A1	County	Madison	<i>Madison</i>
A2	Estimated Population	87,340	<i>85,590</i>
A3	Library Name	Madison County Public Library	<i>Madison County Public Library</i>
Street Address			
A4	Street Address	507 West Main Street	<i>507 West Main Street</i>
A5	City	Richmond	<i>Richmond</i>
A6	Zip Code	40475	<i>40475</i>
Mailing Address			
A8	Mailing Address	507 West Main Street	<i>507 West Main Street</i>
A9	City	Richmond	<i>Richmond</i>
A10	Zip Code	40475	<i>40475</i>
A12	Phone	(859) 623-6704	<i>8596236704</i>
Tax Rates (expressed as per \$100; i.e., 20.0 or 3.75)			
A14	Real	5.6	<i>5.6</i>
A15	Personal	8.5	<i>8.5</i>
A16	Motor Vehicle/Water Craft	3.5	<i>3.5</i>

Operating Revenue (B1 - B18)

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 or C31). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B14)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

Local Government Revenue

B1	Library Tax	\$2,822,517	<i>\$2,773,363</i>
B2	Other	\$0	<i>\$0</i>
B3	Local Government Revenue Total (B1 + B2):	\$2,822,517	<i>\$2,773,363</i>

State Government Revenue

B4	State Aid Grant	\$38,144	<i>\$40,081</i>
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B5	Construction Debt-Assistance Grant	\$0	\$0
B6	Other State Government Revenue	\$0	\$0
B7	State Government Revenue Total (sum B4 through B6)	\$38,144	\$40,081
Federal Government Revenue			
B9	Prime Time Family Reading Time	\$0	\$0
B10	Library Outreach/Bookmobile Grant	\$0	\$0
B11	Preventing Summer Reading Loss - Fueling the Mind (Read and Feed)	\$0	\$9,025
B12	Other Federal Government Revenue	\$0	\$0
B13	Federal Government Revenue Total (sum B8 through B12)	\$0	\$9,025
B14	Other Operating Revenue	\$190,462	\$149,274
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$3,051,123	\$2,971,743

Operating Expenditures (C1 - C40)

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

Collection Expenditures

C1	Print Materials	\$220,456	\$231,094
C2	Electronic Materials Expenditures	\$18,528	\$15,006
C3	Audiovisual Materials	\$95,733	\$88,232
C4	Electronic Collections	\$52,249	\$36,374
C5	Other Library Materials	\$1,860	\$1,587
C6	Collection Expenditures Total (C1 through C5)	\$388,826	\$372,293

Salary Expenditures

C7	Library Director	\$72,092	\$69,992
C8	Other Library Personnel	\$987,194	\$964,254
C10	Salary Expenditures Total (C7 + C8)	\$1,059,286	\$1,034,246

Fringe Benefits

C11	Required Fringe Benefits	\$119,029	\$104,064
C12	Retirement (Employer's Share)	\$190,713	\$163,494
C13	Medical Insurance (Employer's Share)	\$205,586	\$138,715
		\$0	N/A

C14	Other		
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$515,328	\$406,273
C16	Total Staff Expenditures (C10 + C15)	\$1,574,614	\$1,440,519
Other Operations			
C17	Building Repair	\$170,889	\$0
C18	Building Maintenance	\$86,344	\$80,408
C20	Office Supplies, Program Supplies, Postage	\$97,492	\$80,573
C21	Insurance	\$39,386	\$30,823
C22	Public Relations	\$33,248	\$33,196
C23	Utilities	\$48,892	\$47,703
C24	Professional Fees	\$33,541	\$23,480
C25	Audit Fee	\$5,250	\$5,125
C26	Fiscal Year that Audit Covers	FY 2013-2014	FY 2012-2013
C27	What year was the library's last long range plan adopted?	2010	2010
C28	Repair and Replacement of Furnishings	\$6,765	\$30,818
C29	Other	\$48,448	\$45,356
C30	Specify	rental, repair, phone, other	<i>rental, repair, phone, other</i>
C31	Other	\$72,495	\$65,039
C32	Specify	circulation & processing	<i>circulation & processing</i>
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	\$642,750	\$442,521
C34	Bookmobile/Extended Services	\$18,793	\$17,338
C35	Continuing Education	\$17,017	\$16,536
C36	Operating Expenditures for Electronic Access	\$25,113	\$69,459
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$2,667,113	\$2,358,666

Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include

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

C38	Capital Outlay Expenditures	\$23,485	\$63,636
C39	Debt Service	\$429,539	\$410,582

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

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

Branch Libraries (E1- E18)

A branch library is an auxiliary unit of an administrative entity which has at least all of the following:

1. separate quarters;
2. an organized collection of library materials;
3. paid staff; and
4. regularly scheduled hours for being open to the public.

INFORMATION FOR EACH BRANCH:

Add a new group for each branch in the county.

E1	Branch Library Name	Madison County Public Library, Berea	<i>Madison County Public Library, Berea</i>
E2	Street Address	319 Chestnut Street	<i>319 Chestnut Street</i>
E3	City	Berea	<i>Berea</i>
E4	Zip Code	40403	<i>40403</i>
E6	Phone	(859) 986-7112	<i>(859) 986-7112</i>
E8	Square Footage	11,254	<i>11,254</i>
E10	Number of Groups Using Meeting Room	187	<i>168</i>

E11	Number of Meetings Held	241	230
E12	Library Visits	123,067	130,248
E13	Number of Registered Users	17,335	16,174
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	35,608	33,835
E15	Reference Transactions	23,848	10,723
E16a	Sunday Opening Time	1pm	<i>closed</i>
E16b	Sunday Closing Time	5pm	<i>closed</i>
E16c	Hours	4.00	0
E16d	Monday Opening Time	9am	9:00 AM
E16e	Monday Closing Time	8pm	8:00 PM
E16f	Hours	11.00	11
E16g	Tuesday Opening Time	9am	9:00 AM
E16h	Tuesday Closing Time	8pm	8:00 PM
E16i	Hours	11.00	11
E16j	Wednesday Opening Time	9am	9:00 AM
E16k	Wednesday Closing Time	8pm	8:00 PM
E16l	Hours	11.00	11
E16m	Thursday Opening Time	9am	9:00 AM
E16n	Thursday Closing Time	8pm	8:00 PM
E16o	Hours	11.00	11
E16p	Friday Opening Time	9am	9:00 AM
E16q	Friday Closing Time	6pm	6:00 PM
E16r	Hours	9.00	9
E16s	Saturday Opening Time	9am	9:00 AM
E16t	Saturday Closing Time	6pm	6:00 PM
E16u	Hours	9.00	9
E17.3	Number of Weeks Branch Library is Open	52	52
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	66.00	62
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	52.00	52
E18	Number of Branches	1	1
E19	Total Annual Hours Open	3,432.00	3,224.00

Outreach Vehicles (F1 - F5)

An outreach vehicle is a vehicle used principally to provide personalized library services to individuals and

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

F1	License Number	0
F2	Vehicle Year, Make, and Model	0
F3	Mileage on Odometer	0
F4	Owner of Vehicle	
F5	Number of Stops in an Average Week	0

Bookmobiles (G1 - G11)

A bookmobile is a traveling branch library. It consists of at least all of the following:

1. a truck or van that carries an organized collection of library materials;
2. paid staff; and
3. regularly scheduled hours (bookmobile stops) for being open to the public.

INFORMATION FOR EACH BOOKMOBILE:

Add a new group for each bookmobile in the county.

Bookmobile Hours (G9a-G9g) - Count only the daily hours during which the bookmobile is open to the public. Do not count travel time. Hours on the road per week is reported in item number G9

G1	License Number	KY W6647	<i>ky W6647</i>
G2	Serial Number	WDOPF145785246414	<i>WDOPF145785246414</i>
G3	Vehicle Year, Make, and Model	2008 Dodge Sprinter	<i>2008 Dodge Sprinter</i>
G4	Owner of Vehicle	state	<i>state</i>
G5	Bookmobile Visits (number of persons entering the bookmobile)	9,186	<i>8,909</i>
G6	Number of Registered Users	3,250	<i>2,832</i>
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	31	<i>21</i>
G8	Reference Transactions	2,478	<i>2,107</i>
G9	Hours on the Road Per Week (but not serving patrons)	12	<i>12</i>
G9a	Sunday - Daily Hours Open to the Public	0	<i>0</i>
G9b	Monday - Daily Hours Open to the Public	6	<i>6</i>
G9c	Tuesday - Daily Hours Open to the Public	6	<i>6</i>
G9d	Wednesday - Daily Hours Open to the Public	6	<i>6</i>

G9e	Thursday - Daily Hours Open to the Public	6	6
G9f	Friday - Daily Hours Open to the Public	0	0
G9g	Saturday - Daily Hours Open to the Public	0	0
G9.3	Number of Weeks Bookmobile is Open	50	50
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	50.00	50
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	24.00	23
G11	Number of Bookmobiles	1	1

Main Library (H1 - H18)

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

H1	Library Name	Madison County Public Library	<i>Madison County Public Library</i>
H2	Street Address	507 West Main Street	<i>507 West Main Street</i>
H3	City	Richmond	<i>Richmond</i>
H4	Zip Code	40475	<i>40475</i>
H6	Phone	(859) 623-6704	<i>8596236704</i>
H8	Square Footage	18,236	<i>18,236</i>
H10	Number of Groups Using Meeting Room	456	<i>353</i>
H11	Number of Meetings Held	667	<i>523</i>
H12	Library Visits	221,528	<i>219,281</i>
H13	Number of Registered Users	33,587	<i>31,238</i>
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	53,606	<i>50,556</i>
H15	Reference Transactions Hours Open to the Public	21,647	<i>20,703</i>
H16a	Sunday Opening Time	1pm	<i>closed</i>
H16b	Sunday Closing Time	5pm	<i>closed</i>
H16c	Hours	4.00	<i>0</i>
H16d	Monday Opening Time	9am	<i>9:00 AM</i>
H16e	Monday Closing Time	8pm	<i>8:00 PM</i>
H16f	Hours	11.00	<i>11</i>
H16g	Tuesday Opening Time	9am	<i>9:00 AM</i>
H16h	Tuesday Closing Time	8pm	<i>8:00 PM</i>
H16i	Hours	11.00	<i>11</i>

H16j	Wednesday Opening Time	9am	9:00 AM
H16k	Wednesday Closing Time	8pm	8:00 PM
H16l	Hours	11.00	11
H16m	Thursday Opening Time	9am	9:00 AM
H16n	Thursday Closing Time	8pm	8:00 PM
H16o	Hours	11.00	11
H16p	Friday Opening Time	9am	9:00 AM
H16q	Friday Closing Time	6pm	6:00 PM
H16r	Hours	9.00	9
H16s	Saturday Opening Time	9am	9:00 AM
H16t	Saturday Closing Time	6pm	6:00 PM
H16u	Hours	9.00	9
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	66.00	62
H18	Number of Weeks Main Library is Open	52	52

Facility Info (I1 - I32)

Square Footage

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

No. of Groups Using Meeting Room

I7	Main Library (from H10)	456	353
I8	Branch Libraries (sum of E10 branch data)	187	168
I9	Total (I7 + I8)	643	521

Number of Meetings Held

I10	Main Library (from H11)	667	523
I11	Branch Libraries (sum of E11 branch data)	241	230
I12	Total (I10 + I11)	908	753

Library Visits

I13	Main Library (from H12)	221,528	219,281
I14	Branch Libraries (sum of E12 branch data)	123,067	130,248
I15	Bookmobiles (sum of G5 branch data)	9,186	8,909
I16	Total (I13 + I14 + I15)	353,781	358,438

Number of Registered Users

I17	Main Library (from H13)	33,587	31,238
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I18	Branch Libraries (sum of E13 branch data)	17,335	16,174
I19	Bookmobiles (sum of G6 branch data)	3,250	2,832
I20	Total (I17 + I18 + I19)	54,172	50,244

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

I21	Main Library (from H14)	53,606	50,556
I22	Branch Libraries (sum of E14 branch data)	35,608	33,835
I23	Bookmobiles (sum of G7 branch data)	31	21
I24	Total (I21 + I22 + I23)	89,245	84,412

Reference Transactions

I25	Main Library (from H15)	21,647	20,703
I26	Branch Libraries (sum of E15 branch data)	23,848	10,723
I27	Bookmobiles (sum of G8 branch data)	2,478	2,107
I28	Total (I25 + I26 + I27)	47,973	33,533

Public Service Hours per Year

I29	Main Library (H17 * H18)	3,432.00	3,224.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	3,432.00	3,224.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	1,200.00	1,125.00
I32	Total (I29 + I30 + I31)	8,064.00	7,573.00

Library Staff (J1- J09)

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

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

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

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	4	2
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J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	0	0
J3	Number of Librarians with a Master's Degree NOT in Library Science	3	1
J4	Number of Librarians with a Bachelor's Degree in Library Science	0	0
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	1	1
J6	Number of Librarians with Less Than a Bachelor's Degree	0	0
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	8.00	4
J8	All Other Paid Staff	29	32
J9	Total Paid Employees (J7 + J8):	37.00	36

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	51,131	44,529
K2	Adult Nonfiction	28,332	28,437
K3	Juvenile Fiction	25,661	24,571
K4	Juvenile Nonfiction	11,784	11,492
K5	Total (K1 + K2 + K3 + K4)	116,908	109,029

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	91,455	72,732
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Electronic Collections (K7a - K7b):

Report the number of electronic collections.

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

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the

collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles.

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

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

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

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

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

K7a	Local/Other Cooperative Agreements	10	10
K7b	State (State Government or State Library) ** Include 32 KYVL databases **	32	30
K7	Total Electronic Collections (K7a+K7b)	42	40
K9	Audio - Physical Units	9,714	10,580
K10	Audio - Downloadable Units	19,282	22,749
K13	Video - Physical Units	17,926	16,948
K14	Video - Downloadable Units	1,318	10,161
K15	Other Material in Collection	425	1,733
K16	Current Print Serial Subscriptions	247	269
K17	Book/Serial Volumes (K5 + K16)	117,155	109,298

Circulation (L1 - L53)

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

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

Book Circulation Adult Fiction

L1	Main Library	85,348	84,984
L2	All Branches	72,917	81,806
L3	Bookmobile/Outreach	9,565	7,520
L4	Total (L1 + L2 + L3)	167,830	174,310

Book Circulation Adult Nonfiction

L5	Main Library	19,625	16,195
L6	All Branches	15,183	15,722

L7	Bookmobile/Outreach	2,338	1,996
L8	Total (L5 + L6+ L7)	37,146	33,913
Book Circulation Juvenile Fiction			
L9	Main Library	54,084	48,196
L10	All Branches	29,837	25,794
L11	Bookmobile/Outreach	4,804	4,374
L12	Total (L9 + L10+ L11)	88,725	78,364
Book Circulation Juvenile Nonfiction			
L13	Main Library	11,710	11,931
L14	All Branches	8,312	6,912
L15	Bookmobile/Outreach	1,247	1,347
L16	Total (L13 + L14 + L15)	21,269	20,190
Book Circulation Total:			
L17	Main Library (L1 + L5 + L9 + L13)	170,767	161,306
L18	All Branches (L2 + L6 + L10 + L14)	126,249	130,234
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	17,954	15,237
L20	Total (L4 + L8 + L12+ L16)	314,970	306,777

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

Computer use is not circulation. Neither is in-house use or items checked out to another library.

Audiovisual Circulation Audio Books

L21	Main Library	8,354	8,195
L22	All Branches	4,967	4,784
L23	Bookmobile/Outreach	653	419
L24	Total (L21 + L22 + L23)	13,974	13,398

Audiovisual Circulation Other Audio

L25	Main Library	7,711	9,713
L26	All Branches	5,242	6,336
L27	Bookmobile/Outreach	4,269	3,771
L28	Total (L25 + L26 + L27)	17,222	19,820

Audiovisual Circulation Videos

L29	Main Library	96,713	85,097
L30	All Branches	70,531	62,741
L31	Bookmobile/Outreach	4,647	3,465
L32	Total (L29 + L30 + L31)	171,891	151,303

Audiovisual Circulation Other

L33	Main Library	9,426	11,651
L34	All Branches	5,708	5,490
L35	Bookmobile/Outreach	298	151

L36	Total (L33 + L34 + L35)	15,432	17,292
Audiovisual Circulation Total			
L37	Main Library (L21 + L25 + L29 + L33)	122,204	114,656
L38	All Branches (L22 + L26 + L30 + L34)	86,448	79,351
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	9,867	7,806
L40	Total (L24 + L28 + L32 + L36)	218,519	201,813

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

Computer use is not circulation. Neither is in-house use or items checked out to another library.

Other Materials

L41	Main Library	3,015	3,305
L42	All Branches	2,195	3,138
L43	Bookmobile/Outreach	139	111
L44	Total (L41 + L42 + L43)	5,349	6,554

Total Circulation

L45	Main Library (L17 + L37 + L41)	295,986	279,267
L46	All Branches (L18 + L38 + L42)	214,892	212,723
L47	Bookmobile/Outreach (L19 + L39 + L43)	27,960	23,154

Electronic Materials are materials that are distributed digitally and can be accessed via a computer, the Internet, or a portable device such as an e-book reader. Types of electronic materials include e-books and downloadable electronic video and audio files. Electronic Materials packaged together as a unit and checked out as a unit are counted as one unit.

Note: Do not include databases.

L48	Circulation of Electronic Materials - The total annual circulation of all electronic materials	47,812	32,358
L49	Total (L20 + L40 + L44 + L48)	586,650	547,502

Children's Circulation - The total annual circulation of all children's materials in all formats to all users, including renewals. (NOTE: This includes books and audiovisual material already counted in previous fields L9 - L16) Do not count Electronic Material circulation here - that belongs in L48

L50	Main Library	105,536	95,075
L51	All Branches	63,002	57,374
L52	Bookmobile/Outreach	7,049	6,449
L53	Total (L50 + L51 + L52)	175,587	158,898

Downloadable Music Services (M1 - M2)

Freegal, and similar downloadable music services, is listed here. Do not count these items as circulation.

M1	Freegal - Number of Downloads	9,625	6,111
M2	Other Downloadable Music Services Similar to Freegal - Number of Downloads	0	0

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	2,907	266
N2	Nonprint	0	0
N3	Total (N1 + N2):	2,907	266

Borrowed From

N4	Print	1,009	1,044
N5	Nonprint	0	0
N6	Total (N4 + N5):	1,009	1,044

Programs (O1 - O64)

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

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

Infant/Toddler - *number of programs*

O1	Main Library	96	55
O2	All Branches	45	40
O3	Bookmobile/Outreach	1	11
O4	Total (O1 + O2 + O3)	142	106

Infant/Toddler - *number of attendees*

O5	Main Library	2,162	1,799
O6	All Branches	1,229	874
O7	Bookmobile/Outreach	30	339
O8	Total (O5 + O6 + O7)	3,421	3,012

Preschool - *number of programs*

O9	Main Library	131	87
O10	All Branches	41	44
O11	Bookmobile/Outreach	68	37
O12	Total (O9 + O10 + O11)	240	168

Preschool - *number of attendees*

O13	Main Library	2,947	2,167
O14	All Branches	867	897
O15	Bookmobile/Outreach	1,550	1,001

O16	Total (O13 + O14 + O15)	5,364	4,065
Elementary School - <i>number of programs</i>			
O17	Main Library	234	252
O18	All Branches	179	139
O19	Bookmobile/Outreach	61	80
O20	Total (O17 + O 18 + O19)	474	471
Elementary School - <i>number of attendees</i>			
O21	Main Library	12,251	9,108
O22	All Branches	7,408	4,622
O23	Bookmobile/Outreach	6,091	4,640
O24	Total (O21 + O22 + O23)	25,750	18,370
Young Adult (age 12 and older) - <i>number of programs</i>			
O25	Main Library	51	77
O26	All Branches	56	27
O27	Bookmobile/Outreach	28	82
O28	Total (O25 + O26 + O27)	135	186
Young Adult (age 12 and older) - <i>number of attendees</i>			
O29	Main Library	288	538
O30	All Branches	1,159	650
O31	Bookmobile/Outreach	499	2,015
O32	Total (O29 + O30 + O31)	1,946	3,203
Other Children's Programs - <i>number of programs</i>			
O33	Main Library	50	39
O34	All Branches	50	39
O35	Bookmobile/Outreach	28	0
O36	Total (O33 + O34 + O35)	128	78
Other Children's Programs - <i>number of attendees</i>			
O37	Main Library	3,039	1,955
O38	All Branches	2,212	1,240
O39	Bookmobile/Outreach	196	0
O40	Total (O37 + O38 + O39)	5,447	3,195
Adult Programs - <i>number of programs</i>			
O41	Main Library	316	275
O42	All Branches	218	253
O43	Bookmobile/Outreach	168	168
O44	Total (O41 + O42 + O43)	702	696
Adult Programs - <i>number of attendees</i>			
O45	Main Library	5,217	5,854
O46	All Branches	4,992	4,162
O47	Bookmobile/Outreach	7,120	3,961

O48	Total (O45 + O46 + O47)	17,329	13,977
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Programs Directed at Multiple Age Levels - *number of programs*

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

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

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

Total Number Of Programs:

O57	Main Library (O1 + O9 + O17 + O25 + O33 + O41 + O49)	878	785
O58	All Branches (O2 + O10 + O18 + O26 + O34 + O42 + O50)	589	542
O59	Bookmobile/Outreach (O3 + O11 + O19 + O27 + O35 + O43 + O51)	354	378
O60	Total (O4 + O12 + O20 + O28 + O36 + O44 + O52)	1,821	1,705

Total Program Attendance:

O61	Main Library (O5 + O13 + O21 + O29 + O37 + O45 + O53)	25,904	21,421
O62	All Branches (O6 + O14 + O22 + O30 + O38 + O46 + O54)	17,867	12,445
O63	Bookmobile/Outreach (O7 + O15 + O23 + O31 + O39 + O47 + O55)	15,486	11,956
O64	Total (O8 + O16 + O24 + O32 + O40 + O48 + O56)	59,257	45,822

Intellectual Freedom (P1 - P6)

P1	Title of Challenged Work	0
P2	Type of Work	
P3	Grounds for Challenge	
P4	Initiator of Challenge	
P5	Status of Material	
P6	Comments	

Technology (Q1 - Q7)

Q1	Number of Internet Computers Used by General Public	67	65
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	1,604	1,440
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	Yes
Q4	Wireless Sessions - Annually	31,754	0
Q5	Is the library contributing to a digital content creation project(s) that is systematically organized within a database management system and is accessible to the public via the library's website? (click on Q5 to see definitions)	Yes	Yes
Q6	If the library is contributing to a digital content creation project(s) (Q5 response is "Yes"), how many digital content creation projects is your library involved with on an ongoing basis?	1	1
Q7	For how many of the digital content creation projects identified above (in Q6) did your library serve as the lead agency?	0	0

Planning and Evaluation (S1)

S1	Describe significant events, changes, or improvements to your library's facilities, programs, or collections during this past fiscal year. Include a statement describing any new property acquired by the library by any means - purchase, gifts,	Madison County Public Library has seen significant statistical growth over the past fiscal year, especially in the programming area. Library programming staff have been focusing on efficiency in programming, attracting a higher average of participants per program. Our 2015 Summer Reading program doubled last year's numbers in several categories, including total number of cards completed. The free lunch program also saw significant increases with the addition of the Local Foods Weekend program where free lunch was offered to all ages, with an emphasis on locally sourced foods. Facility-wise, MCPL
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focused this past year on refurbishing our existing buildings with new paint, and, in Richmond, the beginning of a major lighting fixture replacement project, replacing all existing traditional lighting with greener LED fixtures with no ballasts and no bulb replacement for 5 years. The up-front cost is significant, but projections show it will more than pay for itself over the next five years. This was the year we completed our Richmond Annex project as well. We had already acquired an adjacent property with an existing building on it suitable for offices. This year we paved the parking area, adding 22 new spaces, and we did some minor refurbishing of the building to support its use as offices for countywide staff including Technical Services, Outreach and Bookmobile, Collection Services, and IT. This past year was a major planning year for our library. Staff worked on developing a new 3-year Strategic Plan for operations, while the Board concurrently worked with a consultant to develop the library's first Long-Range Plan for facilities and growth. Throughout the year, community forums were helped to elicit input from the public. The new Strategic Plan was adopted by the Board this summer, and the Long-Range Plan will be approved in September. Like many libraries and buildings in Kentucky, our library was hit hard by winter weather. Build-up of snow and ice on the roof in the Richmond facility led to a flood in the children's area. Damage was not extensive, but the clean-up time was. The library board has approved a new roof project for the Richmond building, and the director is currently working on preparing bid specs for that project. We upgraded our security camera system this past year, adding remote access to cameras for management staff. We are currently working with the expanded e-Rate program to significantly upgrade our infrastructure to support faster connections for customers and staff. There were no significant staffing changes, but two Trustees resigned and one completed his second term, so we added two new Trustees mid-year. Since the second Trustee resigned at the end of June, that position was vacant at the end of the fiscal year, but it has since been filled. We also hired a new outside accountant after more than 20 years with the previous one. This changeover also took place mid-year. Our Friends of the Library group remains strong, supporting the work of the library both financially and through volunteerism and advocacy. The first ever Little Quilt Show and Auction they sponsored last winter raised more than \$3,000.

Response has been entered.

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

Library Board Membership (V1 - V6)

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

Designated Day and Time for Monthly Board Meeting:

V1.1	Day	Wednesday	<i>Monday</i>
V1.2	Week	Third Week	<i>Third Week</i>
V1.3	Time	7:30 PM - 8:00 PM	<i>7:00 PM - 7:30 PM</i>

President or Chair

V2.1	Name:	Dr. Chris Boni	<i>Dr. Chris Boni</i>
V2.2	P.O. Box or Street:	361 Bowerwood Dr	<i>1055 Berea Road</i>
V2.3	City:	Richmond	<i>Richmond</i>
V2.4	Zip:	40475	<i>40475</i>
V2.5	Phone:	(859) 248-8215	<i>(859) 248-8215</i>
V2.6	Term Expires (MM/DD/YYYY):	01/01/18	<i>01/01/18</i>
V2.7	Term	Second Term	<i>Second Term</i>
V2.8	Number of Regularly Scheduled Board Meetings Attended	11	<i>12</i>
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	0	<i>0</i>

Vice President or Vice Chair

V3.1	Name:	Judy Flavell	<i>Judy Flavell</i>
V3.2	P.O. Box or Street:	2479 Lancaster Road	<i>341 Bethlehem Road</i>
V3.3	City:	Richmond	<i>Waco</i>
V3.4	Zip:	40475	<i>40385</i>
V3.5	Phone:	(859) 625-2223	<i>(859) 625-2223</i>
V3.6	Term Expires (MM/DD/YYYY):	01/01/16	<i>01/01/16</i>
V3.7	Term	First Term	<i>First Term</i>
V3.8	Number of Regularly Scheduled Board Meetings Attended	10	<i>10</i>

V3.9	Number of Library Related Professional Conferences and or Workshops Attended	0	1
Secretary			
V4.1	Name:	Vacant	<i>Lesley Carr</i>
V4.2	P.O. Box or Street:	Vacant	<i>1040 Blackwell Court #2</i>
V4.3	City:	Vacant	<i>Richmond</i>
V4.4	Zip:	40475	<i>40475</i>
V4.5	Phone:	(555) 555-5555	<i>(859) 661-2161</i>
V4.6	Term Expires (MM/DD/YYYY):	01/01/15	<i>1/1/17</i>
V4.7	Term	First Term	<i>First Term</i>
V4.8	Number of Regularly Scheduled Board Meetings Attended	0	<i>11</i>
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	0	<i>0</i>
Treasurer			
V5.1	Name:	Nola Newman	<i>James Davis</i>
V5.2	P.O. Box or Street:	348 Opossum Kingdom Road	<i>616 Chestnut St</i>
V5.3	City:	Berea	<i>Berea</i>
V5.4	Zip:	40403	<i>40403</i>
V5.5	Phone:	(859) 200-5235	<i>(859) 986-3115</i>
V5.6	Term Expires (MM/DD/YYYY):	01/01/19	<i>1/1/15</i>
V5.7	Term	First Term	<i>Second Term</i>
V5.8	Number of Regularly Scheduled Board Meetings Attended	6	<i>10</i>
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0	<i>0</i>
Member			
V6.1	Name:	Phillis Adams	<i>Charles Hay</i>
V6.2	P.O. Box or Street:	109 Pleasant Ridge Drive	<i>113 Castlewood Dr.</i>
V6.3	City:	Richmond	<i>Richmond</i>
V6.4	Zip:	40475	<i>40475</i>
V6.5	Phone:	(859) 200-0258	<i>(859) 624-2760</i>
V6.6	Term Expires (MM/DD/YYYY):	01/01/17	<i>1/1/18</i>
V6.7	Term	Filling Unexpired Term	<i>First Term</i>
V6.8	Number of Regularly Scheduled Board Meetings Attended	6	<i>5</i>

V6.9 Number of Library
Related Professional
Conferences and or
Workshops Attended 0 0

Does your library
collect a statistic that
you think other
Kentucky libraries
should collect?

Seed circulation Advocacy/information sessions for
the public

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.

*Response has been
entered.*