

Madison County Public Library

2023 Kentucky Annual Report of Public Libraries

General Information (A1 - A12)

A1	County	Madison
A2	Estimated Population	95,187
A3	Library Name	Madison County Public Library
Street Address		
A4	Street Address	507 West Main Street
A5	City	Richmond
A6	Zip Code	40475
Mailing Address		
A8	Mailing Address	507 West Main Street
A9	City	Richmond
A10	Zip Code	40475
A12	Phone	(859) 623-6704

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	\$3,857,004
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B2	Other	\$0
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B3	Local Government Revenue Total (B1 + B2):	\$3,857,004
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State Government Revenue

B5	Construction Debt-Assistance Grant	\$100,100
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B6	Other State Government Revenue	\$0
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B7	State Government Revenue Total (sum B5 through B6)	\$100,100
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Federal Government Revenue

B11	ARPA Grant	\$0
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B12	Other Federal Government Revenue	\$4,000
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Federal: We received an LSTA funded continuing education grant.

B13	Federal Government Revenue Total (B11 + B12)	\$4,000
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Other Operating Income

B14	Other Operating Revenue	\$107,584
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B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$4,068,688
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Operating Expenditures (C1 - C41)

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

Collection Expenditures

C1	Print Materials	\$216,229
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C2	Electronic Materials Expenditures	\$29,262
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C3	Audiovisual Materials	\$44,404
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C4	Electronic Collections [databases]	\$62,623
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Federal: The vast majority of this spending was on checkouts through Hoopla.

C5	Other Library Materials	\$0
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C6	Collection Expenditures Total (C1 through C5)	\$352,518
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Salary Expenditures

C7	Library Director	\$82,509
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C7a	Years as Director at Current Library (ex: 1.5)	2.5
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C8	Other Library Personnel	\$1,395,548
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C10	Salary Expenditures Total (C7 + C8)	\$1,478,057
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Fringe Benefits

C11	Required Fringe Benefits	\$111,939
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C12	Retirement (Employer's Share)	\$356,272
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C13	Medical Insurance (Employer's Share)	\$265,225
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C14	Other	\$0
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C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$733,436
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C16	Total Staff Expenditures (C10 + C15)	\$2,211,493
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Other Operations

C17	Building Repair and Maintenance	\$167,567
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C20	Office Supplies, Program Supplies, Postage	\$107,945
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Federal: We greatly increased programming services and spending for summer reading, adult programming, and outreach.

C21	Insurance	\$63,311
C22	Public Relations	\$36,282
C23	Utilities	\$88,712
C24	Professional Fees (include professional membership fees)	\$33,460
C25	Audit Fee	\$6,450
C26	Fiscal Year that Audit Covers	FY 2021-2022
C27	What year was the library's last long range plan adopted?	2016
C28	Repair and Replacement of Furnishings	\$66,055

Federal: We replaced all soft seating, tables and chairs at the Richmond location

C29	Other	\$23,727
C30	Specify	Parking lot rental, shipping, background checks
C33	Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)	\$593,509
C34	Bookmobile/Extended Services	\$5,615
C35	Continuing Education	\$22,422
C36	Operating Expenditures for Electronic Access	\$97,291

Federal: Last year's number is incorrect and does not include expenditures for the ILS. We also implemented RFID this year.

C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$3,282,848
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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	\$111,144
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C39	Debt Service	\$564,063
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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
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C40b	State - Capital Revenue	\$0
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C40c	Federal - Capital Revenue	\$0
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C40d	Other - Capital Revenue	\$0
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C40	Total Capital Revenue (C40a through C40d)	\$0
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C41	Income from loans, bond issues, or other income not reported elsewhere	\$0
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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	Madison County Public Library, Berea
E2	Street Address	319 Chestnut Street
E3	City	Berea
E4	Zip Code	40403
E6	Phone	(859) 986-7112
E8	Square Footage	11,254
E11	Number of Meetings Held	579
E12	Library Visits	76,692
E13	Number of Registered Users	14,848
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	7,466
E15	Reference Transactions	46,010
E16a	Sunday Opening Time	1:00 PM
E16b	Sunday Closing Time	5:00 PM
E16c	Hours	4.00
E16d	Monday Opening Time	9:00 AM
E16e	Monday Closing Time	8:00 PM
E16f	Hours	11.00

E16g	Tuesday Opening Time	9:00 AM
E16h	Tuesday Closing Time	8:00 PM
E16i	Hours	11.00
E16j	Wednesday Opening Time	9:00 AM
E16k	Wednesday Closing Time	8:00 PM
E16l	Hours	11.00
E16m	Thursday Opening Time	9:00 AM
E16n	Thursday Closing Time	8:00 PM
E16o	Hours	11.00
E16p	Friday Opening Time	9:00 AM
E16q	Friday Closing Time	6:00 PM
E16r	Hours	9.00
E16s	Saturday Opening Time	9:00 AM
E16t	Saturday Closing Time	6:00 PM
E16u	Hours	9.00
E17.3	Number of Weeks Branch Library is Open	52
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	66.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	52.00

E18	Number of Branches	1
E19	Total Annual Hours Open	3,432.00

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	2019 Dodge Caravan
F2	Owner of Vehicle	privately
F3	Number of Stops in an Average Week	15
F1	Vehicle Year, Make, and Model	2021 Dodge Promaster 3500
F2	Owner of Vehicle	privately
F3	Number of Stops in an Average Week	50

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

G7	Number of Uses [Sessions] of Public Internet Computers Per Year	
G8	Reference Transactions	
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
G9.3	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 - H20)

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
H2	Street Address	507 West Main Street
H3	City	Richmond
H4	Zip Code	40475
H6	Phone	(859) 623-6704
H8	Square Footage	37,236
H11	Number of Meetings Held	2,211
H12	Library Visits	182,378
H12a	Library Visits Reporting Method	CT - Annual Count
H13	Number of Registered Users	26,504
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	13,430
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
H15	Reference Transactions	116,553
H15a	Reference Transactions Reporting Method	CT - Annual Count
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	8:00 PM
H16f	Hours	11.00
H16g	Tuesday Opening Time	9:00 AM
H16h	Tuesday Closing Time	8:00 PM
H16i	Hours	11.00
H16j	Wednesday Opening Time	9:00 AM
H16k	Wednesday Closing Time	8:00 PM
H16l	Hours	11.00
H16m	Thursday Opening Time	9:00 AM
H16n	Thursday Closing Time	8:00 PM
H16o	Hours	11.00
H16p	Friday Opening Time	9:00 AM
H16q	Friday Closing Time	6:00 PM
H16r	Hours	9.00
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)	66.00

H18	Number of Weeks Main Library is Open	52
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H19	Does your library have a Friends group?	Yes
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H20	As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	No
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Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	37,236
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I2	Branch Libraries (sum of E8 branch data)	11,254
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I3	Total (I1 + I2)	48,490
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Number of Meetings Held

I10	Main Library (from H11)	2,211
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I11	Branch Libraries (sum of E11 branch data)	579
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I12	Total (I10 + I11)	2,790
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Library Visits

I13	Main Library (from H12)	182,378
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I14	Branch Libraries (sum of E12 branch data)	76,692
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I15	Bookmobiles (sum of G5 branch data)	0
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I16	Total (I13 + I14 + I15)	259,070
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Number of Registered Users

I17	Main Library (from H13)	26,504
I18	Branch Libraries (sum of E13 branch data)	14,848
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	41,352

Federal: We switched to a new ILS in 2021 and have set up an automatic purge of accounts that have been inactive for a year. We are going to pause this for FY24 and work on a communication tool that will invite expired cards to renew online. We believe this will positively impact our number of active cardholders.

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

I21	Main Library (from H14)	13,430
I22	Branch Libraries (sum of E14 branch data)	7,466
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	20,896

Reference Transactions

I25	Main Library (from H15)	116,553
I26	Branch Libraries (sum of E15 branch data)	46,010
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	162,563

Public Service Hours per Year

I29	Main Library (sum of H17 * H18)	3,432.00
I30	Branch Libraries (sum of E17 * E17.3)	3,432.00
I31	Bookmobiles (sum of G9.3a * G10)	0.00

I32 **Total (I29 + I30 + I31)** 6,864.00

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**
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 4.50
Library Science

J2 Librarians without an ALA
Accredited Master's Degree in 0
Library Science

Federal: We do not have "librarian" job titles.

J3 **Total Librarians (J1 + J2):** 4.50

J4 All Other Paid Staff 51.50

J5 **Total Paid Employees (J3 + J4):** 56.00

Library Collection (K1 -K17)

Book Collection

K1 Adult Books (over age 18) 43,750

K2 Young Adult Books (ages 12 to 18) 7,972

K3 Children's Books (under age 12) 38,903

K4 **Total (K1 + K2 + K3)** 90,625

Digital or Audiovisual Materials

K6 Electronic Books (E-Books) 205,096

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	6
K7b	State (State Government or State Library) ** Include 66 KYVL databases **	66
K7	Total Electronic Collections [databases] (K7a+K7b)	72
K9	Audio - Physical Units	3,918
K10	Audio - Downloadable Units	68,872
K13	Video - Physical Units	15,708
K14	Video - Downloadable Units	2,035
K15	Other Material in Collection	1,010
K16	Current Print Serial Subscriptions	14

K17 **Book/Serial Volumes (K4 + K16)** 90,639

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	63,988
L2	All Branches	49,875
L3	Bookmobile/Outreach	591
L4	Total (L1 + L2 + L3)	114,454

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	13,985
L6	All Branches	7,612
L7	Bookmobile/Outreach	69
L8	Total (L5 + L6+ L7)	21,666

Book Circulation, Children's (under age 12)

L9	Main Library	88,597
L10	All Branches	44,533
L11	Bookmobile/Outreach	1,024
L12	Total (L9 + L10+ L11)	134,154

Book Circulation Total

L13	Main Library (L1 + L5 + L9)	166,570
L14	All Branches (L2 + L6 + L10)	102,020
L15	Bookmobile/Outreach (L3 + L7 + L11)	1,684

L16	Total (L4 + L8 + L12)	270,274
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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	4,166
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L22	All Branches	3,534
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L23	Bookmobile/Outreach	13
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L24	Total (L21 + L22 + L23)	7,713
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Audiovisual Circulation Other Audio

L25	Main Library	849
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L26	All Branches	735
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L27	Bookmobile/Outreach	13
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L28	Total (L25 + L26 + L27)	1,597
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Audiovisual Circulation Videos

L29	Main Library	53,680
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L30	All Branches	35,614
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L31	Bookmobile/Outreach	143
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L32	Total (L29 + L30 + L31)	89,437
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Audiovisual Circulation Other

L33	Main Library	8,621
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L34	All Branches	4,372
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L35	Bookmobile/Outreach	2
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L36	Total (L33 + L34 + L35)	12,995
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Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	67,316
L38	All Branches (L22 + L26 + L30 + L34)	44,255
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	171
L40	Total (L24 + L28 + L32 + L36)	111,742

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

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

Other Materials

L41	Main Library	4,513
L42	All Branches	1,711
L43	Bookmobile/Outreach	2
L44	Total (L41 + L42 + L43)	6,226

Total Circulation

L45	Main Library (L13 + L37 + L41)	238,399
L46	All Branches (L14 + L38 + L42)	147,986
L47	Bookmobile/Outreach (L15 + L39 + L43)	1,857

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	131,573
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Federal: Includes Advantage and ILL

L49	Total Circulation (L16 + L40 + L44 + L48)	519,815
L50	Successful Retrieval of Electronic Information	34,828

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	112,178
L52	All Branches	60,531
L53	Bookmobile/Outreach	1,024
L54	Total (L51 + L52 + L53)	173,733

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	Name or Description of Other Measure of Use	In house use and notary
M2	Numerical Statistic of Measure in M1	26797

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	4,821
N2	Nonprint	0
N3	Total (N1 + N2):	4,821

Borrowed From

N4	Print	2,547
N5	Nonprint	0
N6	Total (N4 + N5):	2,547

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)	239
O2	Number of Programs Targeted at Elementary School Children (ages 6–12)	454
O3	Number of Programs Targeted at Young Adults (ages 12 to 18)	194
O4	Number of Programs Targeted at Adults (age 19 and older)	892
O5	Number of Programs Targeted at Multiple Age Levels	60
O6	Total Number of Synchronous (Live) Onsite Program Sessions (O1 + O2 + O3 + O4 + O5)	1,839

The Number of Synchronous (Live) Offsite Program Sessions

O7	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	98
O8	Number of Programs Targeted at Elementary School Children (ages 6–12)	83
O9	Number of Programs Targeted at Young Adults (ages 12 to 18)	196
O10	Number of Programs Targeted at Adults (age 19 and older)	337
O11	Number of Programs Targeted at Multiple Age Levels	10

O12	Total Number of Synchronous (Live) Offsite Program Sessions (O7 + O8 + O9 + O10 + O11)	724
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The Number of Synchronous (Live) Virtual Program Sessions

O13	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	0
O14	Number of Programs Targeted at Elementary School Children (ages 6–12)	0
O15	Number of Programs Targeted at Young Adults (ages 12 to 18)	0
O16	Number of Programs Targeted at Adults (age 19 and older)	0
O17	Number of Programs Targeted at Multiple Age Levels	0
O18	Total Number of Synchronous (Live) Virtual Program Sessions (O13 + O14 + O15 + O16 + O17)	0

PROGRAM ATTENDANCE

Attendance at Synchronous (Live) Onsite Programs

O19	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	6,663
O20	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	13,272
O21	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	1,949
O22	Attendance at Programs Targeted at Adults (age 19 and older)	10,590

O23	Attendance at Programs Targeted at Multiple Age Levels	5,455
O24	Total Attendance at Synchronous (Live) Onsite Programs (O19 + O20 + O21 + O22 + O23)	37,929

Attendance at Synchronous (Live) Offsite Programs

O25	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	2,552
O26	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	10,684
O27	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	8,125
O28	Attendance at Programs Targeted at Adults (age 19 and older)	5,816
O29	Attendance at Programs Targeted at Multiple Age Levels	5,072
O30	Total Attendance at Synchronous (Live) Offsite Programs (O25 + O26 + O27 + O28 + O29)	32,249

Synchronous (Live) Virtual Program Attendance

O31	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	0
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)	0

O35	Attendance at Programs Targeted at Multiple Age Levels	0
O36	Total Synchronous (Live) Virtual Program Attendance (O31 + O32 + O33 + O34 + O35)	0
O37	Total Number of Recorded Program Presentations	0
O38	Total Views of Recorded Program Presentations within 30 Days	0

Self-Directed Activities (Passive Programs) (P1 -

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	57
P2	Number of Participants	15,098

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

P3	Number of Programs	17
P4	Number of Participants	664

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

P5	Number of Programs	35
P6	Number of Participants	1,391

P7	Total Number of Self-Directed Activities (P1 + P3 + P5)	109
P8	Total Participants in Self-Directed Activities (P2 + P4 + P6)	17,153

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	42
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	2,167

Federal: We added staff in technology services to meet growing demand for computer training.

Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	159,571
Q4a	Reporting Method for Wireless Sessions	CT - Annual Count
Q5	Website Visits	182,337

Intellectual Freedom Challenges (R1)

R1	Number of Intellectual Freedom Challenges	0
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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	Facilities Both our Richmond and Berea locations had significant improvements in FY23. The Berea location was completely repainted and received a new main desk purchased by the Friends of the Library. Repairs were also made to several windows and the hardie board along the west side of the building. Thanks to a generous grant from the Madison Co Athenaeum, the library purchased custom computer stations and new soft seating, tables and chairs for the fireplace area in the Richmond location. Programming This year, we made a major investment in our programming staff. We added 1.5 FTE to both the youth services department and technology services, and hired a county-wide adult programming coordinator. This has enabled us to greatly increase our offerings to meet growing demand in our county. We also received multiple grants for library programs - two from Anthem in support of our bilingual health fair and our Appalachian health fair; a KY Friends of the Library grant for our teen drama club; funding from the KY River Foothills for our creative community healing program (a partnership with Madison Opioid Response). Collections We began a shift this year towards investing more in our electronic collections, increasing our total materials budget and allocating more of it for downloadable ebooks and audio books. E-materials now represent about 10% of our total collection spending. We also implemented RFID in FY23, introducing self check and automated book drops at both locations. Finally, one of our board members passed away after a long illness in March 2023, and her family requested donations to the library, specifically for children's materials, in lieu of flowers. We now have a Joan Kleine Collection of children's books and activities, with themes ranging from STEM to learning Mandarin.
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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
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T10	Whistleblower Policy	Yes
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This Report Has Been Completed by:	Christina Cornelison
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Does your library collect a statistic that you think other Kentucky libraries should collect?	I would love to see meeting room attendance included in this report - the number of groups doesn't fully express the usage. 31,494 people used a meeting room at our locations last year. This is a huge part of library service that will continue to grow.
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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.	This is a very straightforward process - I appreciate KDLA's support and guidance.
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