Madison County Public Library
2013 Kentucky Annual Report of Public Libraries

	CURRENT YEAR	*PREVIOUS YEAR*

General Information (A1 - A16)

		CURRENT YEAR	*PREVIOUS YEAR*
A1	County	Madison	*Madison*
A2	Estimated Population	84,786	*84,188*
A3	Library Name	Madison County Public Library	*Madison County Public Library*
Street Address			
A4	Street Address	507 West Main Street	*507 West Main Street*
A5	City	Richmond	*Richmond*
A6	Zip Code	40475	*40475*
Mailing Address			
A8	Mailing Address	507 West Main Street	*507 West Main Street*
A9	City	Richmond	*Richmond*
A10	Zip Code	40475	*40475*
A12	Phone	8596236704	*8596236704*
Tax Rates (expressed as per $100; i.e., 20.0 or 3.75)			
A14	Real	5.6	*5.6000*
A15	Personal	12	*12.0000*
A16	Motor Vehicle/Water Craft	3.5	*3.5000*

Operating Revenue (B1 - B18)

DO NOT REPORT CAPITAL REVENUE IN THIS SECTION. They are reported as Item #C37. 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 C28 or C30). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B15)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

		CURRENT YEAR	*PREVIOUS YEAR*
Local Government Revenue			
B1	Library Tax	$2,902,365	*$2,797,622*
B2	Other	$0	*$0*
B3	Local Government Revenue Total (B1 + B2):	$2,902,365	*$2,797,622*
State Government Revenue			
B4	State Aid Grant	$40,091	*$40,963*

ID	Item	Value	Value2
B5	Construction Debt-Assistance Grant	$0	*$0*
B6	Institutions Grant	$0	*$0*
B7	Other State Government Revenue	$0	*$0*
B8	**State Government Revenue Total (sum B4 through B7)**	$40,091	*$40,963*

Federal Government Revenue

ID	Item	Value	Value2
B9	BTOP Infrastructure Grant	$0	*$0*
B10	Prime Time Family Reading Time	$0	*$0*
B11	Continuing Education Grant	$0	*$0*
B12	Library Programming Grant	$0	*$0*
B13	LSTA Broadband Expansion Grant	$0	
B14	Preventing Summer Reading Loss - Fueling the Mind (Read and Feed)	$6,437	
B15	Other Federal Government Revenue	$0	*$7,000*
B16	**Federal Government Revenue Total (sum B9 through B15)**	$6,437	*$7,000*
B17	Other Operating Revenue	$134,790	*$200,598*
B18	**Total Operating Revenue (B3 + B8 + B16 + B17):**	$3,083,683	*$3,046,183*

Operating Expenditures (C1 - C40)

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

Collection Expenditures

ID	Item	Value	Value2
C1	Print Materials	$187,004	*$185,511*
C2	Electronic Materials Expenditures	$21,946	*$5,400*
C3	Audiovisual Materials	$73,525	*$63,702*
C4	Databases	$31,570	*$51,405*
C5	Other Library Materials	$676	*$0*
C6	**Collection Expenditures Total (C1 through C5)**	$314,721	*$306,018*

Salary Expenditures

ID	Item	Value	Value2
C7	Library Director	$63,654	*$64,177*
C8	Other Library Personnel	$846,348	
C10	**Salary Expenditures Total (C7 + C8)**	$910,002	*$914,768*

Fringe Benefits

ID	Item	Value	Value2
C11	Required Fringe Benefits	$96,492	*$75,253*

Code	Item	Value	Value
C12	Retirement (Employer's Share)	$133,706	*$146,275*
C13	Medical Insurance (Employer's Share)	$141,020	*$135,747*
C14	Other		*N/A*
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$371,218	*$357,275*
C16	Total Staff Expenditures (C10 + C15)	$1,281,220	*$1,272,043*

Other Operations

Code	Item	Value	Value
C17	Building Repair	$0	*$7,400*
C18	Building Maintenance	$78,720	*$88,454*
C20	Office Supplies, Program Supplies, Postage	$70,500	*$89,604*
C21	Insurance	$30,214	*$30,494*
C22	Public Relations	$20,070	*$16,424*
C23	Utilities	$61,696	*$54,220*
C24	Professional Fees	$24,442	*$18,908*
C25	Audit Fee	$5,050	*$4,950*
C25a	Fiscal Year that Audit Covers	FY 2011-2012	*FY 2010-2011*
C26	What year was the library's last long range plan adopted?	2010	
C27	Repair and Replacement of Furnishings	$28,918	*$0*
C28	Other	$35,061	*$38,954*
C29	Specify	rental, repair, phone, other	*rent and fees and telecommunications*
C30	Other	$54,105	*$49,216*
C31	Specify	circulation and processing	*circulation and processing*
C32	Total Other Operating Expenditures (C17 + C18 + C19 + C20 + C21 + C22 + C23 + C24 + C25 + C27 + C28 + C30)	$408,776	*$402,457*
C33	Bookmobile/Extended Services	$11,771	*$11,618*
C34	Continuing Education	$16,254	*$10,011*
C35	Operating Expenditures for Electronic Access	$66,673	*$48,452*
C36	Total Operating Expenditures (C6 + C16 + C32 + C33 + C34 + C35):	$2,099,415	*$2,050,599*

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

C37	Capital Outlay Expenditures	$51,410	*$77,289*
C38	Debt Service	$418,842	

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

C39a	Local - Capital Revenue	$0	*$0*
C39b	State - Capital Revenue	$0	*$0*
C39c	Federal - Capital Revenue	$0	*$0*
C39d	Other - Capital Revenue	$0	*$0*
C39	Total Capital Revenue (C38a through C38d)	$0	*$0*
C40	Income from loans, bond issues, or other income not reported elsewhere	$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	*Madison County Public Library, Berea*
E2	Street Address	319 Chestnut Street	*319 Chestnut Street*
E3	City	Berea	*Berea*
E4	Zip Code	40403	*40403*
E6	Phone	(859) 986-7112	*(859) 986-7112*
E7	Fax	(859) 986 7208	*(859) 986-7208*
E8	Square Footage	11,254	*11,254*
E10	Number of Groups Using Meeting Room	149	*155*

Code	Item	Value		Value
E11	Number of Meetings Held	184		*181*
E12	Library Visits	125,106		*122,101*
E13	Number of Registered Users	14,662		*13,221*
E14	Users of Public Internet Computers per Year	33,719		*30,914*
E15	Reference Transactions	3,352		*3,702*
E16a	Sunday Opening Time	closed		*closed*
E16b	Sunday Closing Time	closed		*closed*
E16c	Hours	0.00		*0*
E16d	Monday Opening Time	9:00 AM		*9:00 AM*
E16e	Monday Closing Time	8:00 PM		*8:00 PM*
E16f	Hours	11.00		*11*
E16g	Tuesday Opening Time	9:00 AM		*9:00 AM*
E16h	Tuesday Closing Time	8:00 PM		*8:00 PM*
E16i	Hours	11.00		*11*
E16j	Wednesday Opening Time	9:00 AM		*9:00 AM*
E16k	Wednesday Closing Time	8:00 PM		*8:00 PM*
E16l	Hours	11.00		*11*
E16m	Thursday Opening Time	9:00 AM		*9:00 AM*
E16n	Thursday Closing Time	8:00 PM		*8:00 PM*
E16o	Hours	11.00		*11*
E16p	Friday Opening Time	9:00 AM		*9:00 AM*
E16q	Friday Closing Time	6:00 PM		*6:00 PM*
E16r	Hours	9.00		*9*
E16s	Saturday Opening Time	9:00 AM		*9:00 AM*
E16t	Saturday Closing Time	6:00 PM		*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)	62.00		*62.00*
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	3,224.00		*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
F2	Vehicle Year, Make, and Model
F3	Mileage on Odometer
F4	Owner of Vehicle
F5	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	ky W6647	*ky W6647*
G2	Serial Number	WDOPF145785246414	*WDOPF145785246414*
G3	Vehicle Year, Make, and Model	2008 Dodge Sprinter	*2008*
G4	Owner of Vehicle	state	*state*
G5	Bookmobile Visits (number of persons entering the bookmobile)	10,878	*9,310*
G6	Number of Registered Users	2,322	*2,062*
G7	Users of Public Internet Computers per Year	14	*115*
G8	Reference Transactions	1,953	*1,560*
G9	Hours on the Road Per Week (but not serving patrons)	15.5	*4*
G9a	Sunday - Daily Hours Open to the Public	0	*0*
G9b	Monday - Daily Hours Open to the Public	5.5	*8*
G9c	Tuesday - Daily Hours Open to the Public	5.5	*8*
G9d	Wednesday - Daily Hours Open to the Public	5.5	*8*
G9e	Thursday - Daily Hours Open to the Public	4.5	*6*
G9f	Friday - Daily Hours Open to the Public	0	*0*
G9g	Saturday - Daily Hours Open to the Public	0	*0*
(G9.1)	Metro Status Code (hidden)		*N/A*

(G9.2)	Outlet Type Code (hidden)		N/A
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)	21.00	30
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	Madison County Public Library
H2	Street Address	507 West Main Street	507 West Main Street
H3	City	Richmond	Richmond
H4	Zip Code	40475	40475
H6	Phone	8596236704	8596236704
H7	Fax	8596232032	8596232032
H8	Square Footage	18,236	18,236
H10	Number of Groups Using Meeting Room	271	272
H11	Number of Meetings Held	311	357
H12	Library Visits	221,325	213,229
H13	Number of Registered Users	28,140	25,334
H14	Users of Public Internet Computers per Year	56,948	55,128
H15	Reference Transactions	3,708	4,498
Hours Open to the Public			
H16a	Sunday Opening Time	closed	closed
H16b	Sunday Closing Time	closed	closed
H16c	Hours	0.00	0
H16d	Monday Opening Time	9:00 AM	9:00 AM
H16e	Monday Closing Time	8:00 PM	8:00 PM
H16f	Hours	11.00	11
H16g	Tuesday Opening Time	9:00 AM	9:00 AM
H16h	Tuesday Closing Time	8:00 PM	8:00 PM
H16i	Hours	11.00	11
H16j	Wednesday Opening Time	9:00 AM	9:00 AM
H16k	Wednesday Closing Time	8:00 PM	8:00 PM
H16l	Hours	11.00	11
H16m	Thursday Opening Time	9:00 AM	9:00 AM

H16n	Thursday Closing Time	8:00 PM		*8:00 PM*
H16o	Hours	11.00		*11*
H16p	Friday Opening Time	9:00 AM		*9:00 AM*
H16q	Friday Closing Time	6:00 PM		*6:00 PM*
H16r	Hours	9.00		*9*
H16s	Saturday Opening Time	9:00 AM		*9:00 AM*
H16t	Saturday Closing Time	6:00 PM		*6:00 PM*
H16u	Hours	9.00		*9*
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	62.00		*62.0*
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)	271		*272*
I8	Branch Libraries (sum of E10 branch data)	149		*155*
I9	Total (I7 + I8)	420		*427*

Number of Meetings Held

I10	Main Library (from H11)	311		*357*
I11	Branch Libraries (sum of E11 branch data)	184		*181*
I12	Total (I10 + I11)	495		*538*

Library Visits

I13	Main Library (from H12)	221,325		*213,229*
I14	Branch Libraries (sum of E12 branch data)	125,106		*122,101*
I15	Bookmobiles (sum of G5 branch data)	10,878		*9,310*
I16	Total (I13 + I14 + I15)	357,309		*344,640*

Number of Registered Users

I17	Main Library (from H13)	28,140		*25,334*
I18	Branch Libraries (sum of E13 branch data)	14,662		*13,221*
I19	Bookmobiles (sum of G6 branch data)	2,322		*2,062*
I20	Total (I17 + I18 + I19)	45,124		*40,617*

Users of Public Internet Computers per Year

I21	Main Library (from H14)	56,948		*55,128*
I22	Branch Libraries (sum of E14 branch data)	33,719		*30,914*

I23	Bookmobiles (sum of G7 branch data)	14	*115*
I24	Total (I21 + I22 + I23)	90,681	*86,157*

Reference Transactions

I25	Main Library (from H15)	3,708	*4,498*
I26	Branch Libraries (sum of E15 branch data)	3,352	*3,702*
I27	Bookmobiles (sum of G8 branch data)	1,953	*1,560*
I28	Total (I25 + I26 + I27)	9,013	*9,760*

Public Service Hours per Year

I29	Main Library (H17 * H18)	3,224.00	*3,224.00*
I30	Branch Libraries (sum of E17 branch data * E17.3a)	3,224.00	*3,224.00*
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	1,050.00	*1,512.50*
I32	Total (I29 + I30 + I31)	7,498.00	*7,960.50*

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.

Librarians are defined as persons with the title of librarian who do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspect.

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	2	*2.00*
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	0	*0.00*
J3	Number of Librarians with a Master's Degree NOT in Library Science	1	*1.00*
J4	Number of Librarians with a Bachelor's Degree in Library Science	0	*0.00*
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	1	*2.00*
J6	Number of Librarians with Less Than a Bachelor's Degree	0	*2.00*
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	4.00	*7.00*

J8	All Other Paid Staff	27	*21.50*
J9	Total Paid Employees (J7 + J8):	31.00	*28.50*

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	37,256	*29,853*
K2	Adult Nonfiction	27,173	*33,656*
K3	Juvenile Fiction	30,549	*24,767*
K4	Juvenile Nonfiction	8,537	*15,127*
K5	Total (K1 + K2 + K3 + K4)	103,515	*103,403*

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	57,093	*46,065*

Report the number of **licensed** databases (including locally mounted or remote, full-text or not) for which temporary or permanent access rights have **been acquired through payment by the library, or by formal agreement with the State Library or a cooperative agreement within the state or region.** A database is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. Note: The data or records are usually collected with a particular intent and relate to a defined topic. A database may be issued on CD-ROM, diskette, or other direct access method, or as a computer file accessed via dial-up methods or via the Internet. Each database is counted individually even if access to several databases is supported through the same vendor interface.

Licensed Databases

A database is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. Note: The data or records are usually collected with a particular intent and relate to a defined topic. A database may be issued on CD-ROM, diskette, or other direct access method, or as a computer file accessed via dial-up methods or via the Internet. Each database is counted individually even if access to several databases is supported through the same vendor interface.

K7a	Local/Other Cooperative Agreements	14	*14*
K7b	State (State Government or State Library) ** **Include 30 KYVL databases ****	30	*30*
K7	Total Licensed Databases (K7a+K7b)	44	*44*
K9	Audio - Physical Units	9,922	*11,391*
K10	Audio - Downloadable Units	20,822	*8,239*
K13	Video - Physical Units	14,270	*15,366*
K14	Video - Downloadable Units	10,046	*822*
K15	Other Material in Collection	0	*0*
K16	Current Print Serial Subscriptions	267	*256*
K17	Book/Serial Volumes (K5 + K16)	103,782	*103,659*

Circulation (L1 - L52)

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	71,578	96,247
L2	All Branches	57,953	70,899
L3	Bookmobile/Outreach	6,498	7,448
L4	Total (L1 + L2 + L3)	136,029	174,594

Book Circulation Adult Nonfiction

L5	Main Library	19,020	22,617
L6	All Branches	18,218	21,026
L7	Bookmobile/Outreach	2,652	2,428
L8	Total (L5 + L6+ L7)	39,890	46,071

Book Circulation Juvenile Fiction

L9	Main Library	58,940	72,285
L10	All Branches	34,846	47,269
L11	Bookmobile/Outreach	6,798	9,620
L12	Total (L9 + L10+ L11)	100,584	129,174

Book Circulation Juvenile Nonfiction

L13	Main Library	11,413	12,172
L14	All Branches	8,063	9,120
L15	Bookmobile/Outreach	1,635	2,152
L16	Total (L13 + L14 + L15)	21,111	23,444

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	160,951	203,321
L18	All Branches (L2 + L6 + L10 + L14)	119,080	148,314
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	17,583	21,648
L20	Total (L4 + L8 + L12+ L16)	297,614	373,283

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	8,564	9,910
L22	All Branches	4,409	4,375
L23	Bookmobile/Outreach	545	532
L24	Total (L21 + L22 + L23)	13,518	14,817

Audiovisual Circulation Other Audio

L25	Main Library	9,458	8,027
L26	All Branches	7,011	7,308

L27	Bookmobile/Outreach	3,746	*3,061*
L28	Total (L25 + L26 + L27)	20,215	*18,396*

Audiovisual Circulation Videos

L29	Main Library	65,720	*55,430*
L30	All Branches	53,419	*44,357*
L31	Bookmobile/Outreach	3,435	*3,352*
L32	Total (L29 + L30 + L31)	122,574	*103,139*

Audiovisual Circulation Other

L33	Main Library	5,033	*1,465*
L34	All Branches	3,193	*1,740*
L35	Bookmobile/Outreach	165	*111*
L36	Total (L33 + L34 + L35)	8,391	*3,316*

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	88,775	*74,832*
L38	All Branches (L22 + L26 + L30 + L34)	68,032	*57,780*
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	7,891	*7,056*
L40	Total (L24 + L28 + L32 + L36)	164,698	*139,668*

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	2,618	*3,508*
L42	All Branches	2,610	*3,200*
L43	Bookmobile/Outreach	139	*42*
L44	Total (L41 + L42 + L43)	5,367	*6,750*

Total Circulation

L45	Main Library (L17 + L37 + L41)	252,344	*281,661*
L46	All Branches (L18 + L38 + L42)	189,722	*209,294*
L47	Bookmobile/Outreach (L19 + L39 + L43)	25,613	*28,746*

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	22104	
L49	Total (L20 + L40 + L44 + L48)	489,783	*519,701*

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)

L50	Main Library	101,058	*90,474*
L51	All Branches	65,494	*69,464*
L52	Bookmobile/Outreach	9,442	*10,686*
L53	Total (L50 + L51 + L52)	175,994	*170,624*

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	4,532	*0*
M2	Other Downloadable Music Services Similar to Freegal - Number of Downloads	0	*0*

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	611	*522*
N2	Nonprint	0	*0*
N3	Total (N1 + N2):	611	*522*

Borrowed From

N4	Print	897	*1,008*
N5	Nonprint	0	*0*
N6	Total (N4 + N5):	897	*1,008*

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.

Infant/Toddler - *number of programs*

O1	Main Library	42	*38*
O2	All Branches	40	*28*
O3	Bookmobile/Outreach	0	*0*
O4	Total (O1 + O2 + O3)	82	*66*

Infant/Toddler - *number of attendees*

O5	Main Library	1,248	*1,079*
O6	All Branches	670	*476*
O7	Bookmobile/Outreach	0	*0*
O8	Total (O5 + O6 + O7)	1,918	*1,555*

Preschool - *number of programs*

O9	Main Library	45	*40*
O10	All Branches	43	*38*
O11	Bookmobile/Outreach	12	*32*
O12	Total (O9 + O10 + O11)	100	*110*

Preschool - *number of attendees*

O13	Main Library	1,390	*1,095*
O14	All Branches	722	*1,077*
O15	Bookmobile/Outreach	762	*549*
O16	Total (O13 + O14 + O15)	2,874	*2,721*

Elementary School - *number of programs*

O17	Main Library	131	*117*
O18	All Branches	119	*108*
O19	Bookmobile/Outreach	83	*6*
O20	Total (O17 + O 18 + O19)	333	*231*

Elementary School - *number of attendees*

O21	Main Library	5,428	*3,460*
O22	All Branches	4,262	*3,451*
O23	Bookmobile/Outreach	2,067	*72*
O24	Total (O21 + O22 + O23)	11,757	*6,983*

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

O25	Main Library	44	*47*
O26	All Branches	36	*21*
O27	Bookmobile/Outreach	10	*0*
O28	Total (O25 + O26 + O27)	90	*68*

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

O29	Main Library	381	*628*
O30	All Branches	640	*294*
O31	Bookmobile/Outreach	158	*0*
O32	Total (O29 + O30 + O31)	1,179	*922*

Other Children's Programs - *number of programs*

O33	Main Library	26	*28*
O34	All Branches	0	*0*
O35	Bookmobile/Outreach	0	*0*
O36	Total (O33 + O34 + O35)	26	*28*

Other Children's Programs - *number of attendees*

O37	Main Library	731	*1,918*
O38	All Branches	0	*0*
O39	Bookmobile/Outreach	0	*0*
O40	Total (O37 + O38 + O39)	731	*1,918*

Adult Programs - *number of programs*

O41	Main Library	230	
O42	All Branches	201	
O43	Bookmobile/Outreach	77	
O44	Total (O41 + O42 + O43)	508	

Adult Programs - *number of attendees*

O45	Main Library	5,713	

ID	Description	Value		Value2
O46	All Branches	2,843		
O47	Bookmobile/Outreach	3,019		
O48	Total (O45 + O46 + O47)	11,575		

Other Programs - *number of programs*

ID	Description	Value	Value2
O49	Main Library	0	*204*
O50	All Branches	0	*147*
O51	Bookmobile/Outreach	0	*149*
O52	Total (O49 + O50 + O51)	0	*500*

Other Programs - *number of attendees*

ID	Description	Value	Value2
O53	Main Library	0	*3,035*
O54	All Branches	0	*1,730*
O55	Bookmobile/Outreach	0	*2,436*
O56	Total (O53 + O54 + O55)	0	*7,201*

Total Number Of Programs:

ID	Description	Value	Value2
O57	Main Library (O1 + O9 + O17 + O25 + O33 + O41 + O49)	518	*474*
O58	All Branches (O2 + O10 + O18 + O26 + O34 + O42 + O50)	439	*342*
O59	Bookmobile/Outreach (O3 + O11 + O19 + O27 + O35 + O43 + O51)	182	*187*
O60	Total (O4 + O12 + O20 + O28 + O36 + O44 + O52)	1,139	*1,003*

Total Program Attendance:

ID	Description	Value	Value2
O61	Main Library (O5 + O13 + O21 + O29 + O37 + O45 + O53)	14,891	*11,215*
O62	All Branches (O6 + O14 + O22 + O30 + O38 + O46 + O54)	9,137	*7,028*
O63	Bookmobile/Outreach (O7 + O15 + O23 + O31 + O39 + O47 + O55)	6,006	*3,057*
O64	Total (O8 + O16 + O24 + O32 + O40 + O48 + O56)	30,034	*21,300*

Intellectual Freedom (P1 - P6)

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

Technology (Q1 - Q4)

ID	Description	Value	Value2
Q1	Number of Internet Computers Used by General Public	65	*53*

Q3	Number of People Formally Trained by Staff to Use Electronic Resources	800	750
Q4	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	Yes

Planning and Evaluation (S1)

S1	Describe the current status of your total library program. Please include a statement of the property acquired by devise, bequests, purchase, gift, or otherwise during the fiscal year (KRS 173.770).	Madison County Public Library continues to show growth in all sectors. This spring (2013), as part of the Board's financial plan, the library was able to refinance the bond on our Berea location for a lower rate, plus pay down $750,000 of the debt on that building. The board is currently working to purchase a building adjacent to our Richmond location to relocate countywide and administrative offices so that we can add public service space at that location. This purchase will also increase public parking area. With the retirement over the past year of three of the library's longest serving staff members, we took the opportunity to restructure, creating a totally new organizational structure based on a team model, with each team representing one of the library's main resources: facilities and technology, public service, cataloguing, and acquisitions/collection. This new structure allows us to be more nimble in terms of growth and service. Other highlights: * We have continued to work hard to get all of our full-time staff and part-time public service staff certified. * We applied for e-rate funding for the first time this year. * We have expanded our digital services, adding Freegal Music and Universal class. * We did our first-ever complete collection inventory and dusty books list and purchased Collection HQ and created a Collection Development manager to help strengthen our collection and boost circulation. * We have added a robust Outreach Services component to our extension services department.

Board Policies (T1 - T10)

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

T1	Board Reimbursement of Expense Policy	Yes	Yes
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	Model Procurement Code Policy	Yes	Yes
T8	Sponsorship Policy	Yes	Yes

V4.7	Term	Second Term	*Second Term*
V4.8	Number of Regularly Scheduled Board Meetings Attended	11	*9*
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Treasurer

V5.1	Name:	James Davis	*Marietta McBride*
V5.2	P.O. Box or Street:	616 Chestnut St	*107 Hammons*
V5.3	City:	Berea	*Richmond*
V5.4	Zip:	40403	*40475*
V5.5	Phone:	(859) 986-3115	*(859) 623-2286*
V5.6	Term Expires (MM/DD/YYYY):	1/1/15	*01/01/2015*
V5.7	Term	Second Term	*Second Term*
V5.8	Number of Regularly Scheduled Board Meetings Attended	11	*12*
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Member

V6.1	Name:	Judy Flavell	*Judy Flavell*
V6.2	P.O. Box or Street:	341 Bethlehem Road	*1417 East Main Street*
V6.3	City:	Waco	*Richmond*
V6.4	Zip:	40385	*40475*
V6.5	Phone:	(859) 623-2223	*(859) 625-9208*
V6.6	Term Expires (MM/DD/YYYY):	1/1/16	*01/01/2016*
V6.7	Term	First Term	*First Term*
V6.8	Number of Regularly Scheduled Board Meetings Attended	10	*3*
V6.9	Number of Library Related Professional Conferences and or Workshops Attended	1	*0*
V6.1	Name:	Lesley Carr	
V6.2	P.O. Box or Street:	1040 Blackwell Court Apt. 2	
V6.3	City:	Richmond	
V6.4	Zip:	40475	
V6.5	Phone:	(859) 661-2161	
V6.6	Term Expires (MM/DD/YYYY):	1/1/17	
V6.7	Term	First Term	
V6.8	Number of Regularly Scheduled Board Meetings Attended	4	

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

0

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.