Madison County Public Library
2016 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	87,824	*87,340*
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	(859) 623-6704	*(859) 623-6704*

Tax Rates (expressed as per $100; i.e., 20.0 or 3.75)

A14	Real	5.6	*5.6*
A15	Personal	8.5	*8.5*
A16	Motor Vehicle/Water Craft	3.5	*3.5*

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 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	$2,930,700	*$2,822,517*
B2	Other	$0	*$0*
B3	Local Government Revenue Total (B1 + B2):	$2,930,700	*$2,822,517*

State Government Revenue

B4	State Aid Grant	$38,144	*$38,144*

Item	Description		
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	$38,144

Federal Government Revenue

Item	Description		
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	$0
B12	Other Federal Government Revenue	$0	$0
B13	Federal Government Revenue Total (sum B8 through B12)	$0	$0
B14	Other Operating Revenue	$136,111	$190,462
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$3,104,955	$3,051,123

Operating Expenditures (C1 - C41)

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

Collection Expenditures

Item	Description		
C1	Print Materials	$209,243	$220,456
C2	Electronic Materials Expenditures	$25,208	$18,528
C3	Audiovisual Materials	$81,814	$95,733
C4	Electronic Collections	$43,640	$52,249
C5	Other Library Materials	$658	$1,860
C6	Collection Expenditures Total (C1 through C5)	$360,563	$388,826

Salary Expenditures

Item	Description		
C7	Library Director	$73,979	$72,092
C8	Other Library Personnel	$1,078,008	$987,194
C10	Salary Expenditures Total (C7 + C8)	$1,151,987	$1,059,286

Fringe Benefits

Item	Description		
C11	Required Fringe Benefits	$104,831	$119,029
C12	Retirement (Employer's Share)	$218,354	$190,713
C13	Medical Insurance (Employer's Share)	$202,067	$205,586
			$0

ID	Item	Value	Prior
C14	Other		
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$525,252	*$515,328*
C16	Total Staff Expenditures (C10 + C15)	$1,677,239	*$1,574,614*

Other Operations

ID	Item	Value	Prior
C17	Building Repair	$23,446	*$170,889*
C18	Building Maintenance	$99,780	*$86,344*
C20	Office Supplies, Program Supplies, Postage	$94,195	*$97,492*
C21	Insurance	$44,671	*$39,386*
C22	Public Relations	$30,367	*$33,248*
C23	Utilities	$45,714	*$48,892*
C24	Professional Fees	$156,181	*$33,541*
C25	Audit Fee	$5,355	*$5,250*
C26	Fiscal Year that Audit Covers	FY 2014-2015	*FY 2013-2014*
C27	What year was the library's last long range plan adopted?	2016	*2010*
C28	Repair and Replacement of Furnishings	$5,252	*$6,765*
C29	Other	$48,691	*$48,448*
C30	Specify	rental, repair, phone, other	*rental, repair, phone, other*
C31	Other	$83,792	*$72,495*
C32	Specify	Circulation & processing	*circulation & processing*
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	$637,444	*$642,750*
C34	Bookmobile/Extended Services	$15,660	*$18,793*
C35	Continuing Education	$10,248	*$17,017*
C36	Operating Expenditures for Electronic Access	$68,733	*$25,113*
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	$2,769,887	*$2,667,113*

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	$27,145	*$23,485*
C39	Debt Service	$379,705	*$429,539*

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	$71,782	*$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)	$71,782	*$0*
C41	Income from loans, bond issues, or other income not reported elsewhere	$0	*$0*

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	*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*

E8	Square Footage	11,254	*11,254*
E10	Number of Groups Using Meeting Room	160	*187*
E11	Number of Meetings Held	206	*241*
E12	Library Visits	123,347	*123,067*
E13	Number of Registered Users	18,732	*17,335*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	39,966	*35,608*
E15	Reference Transactions	24,982	*23,848*
E16a	Sunday Opening Time	1 PM	*1pm*
E16b	Sunday Closing Time	5 PM	*5pm*
E16c	Hours	4.00	*4.00*
E16d	Monday Opening Time	9 AM	*9am*
E16e	Monday Closing Time	8 PM	*8pm*
E16f	Hours	11.00	*11.00*
E16g	Tuesday Opening Time	9 AM	*9am*
E16h	Tuesday Closing Time	8 PM	*8pm*
E16i	Hours	11.00	*11.00*
E16j	Wednesday Opening Time	9 AM	*9am*
E16k	Wednesday Closing Time	8 PM	*8pm*
E16l	Hours	11.00	*11.00*
E16m	Thursday Opening Time	9 AM	*9am*
E16n	Thursday Closing Time	8 PM	*8pm*
E16o	Hours	11.00	*11.00*
E16p	Friday Opening Time	9 AM	*9am*
E16q	Friday Closing Time	6 PM	*6pm*
E16r	Hours	9.00	*9.00*
E16s	Saturday Opening Time	9 AM	*9am*
E16t	Saturday Closing Time	6 PM	*6pm*
E16u	Hours	9.00	*9.00*
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	*66.00*
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	52.00	*52.00*
E18	Number of Branches	1	*1*
E19	Total Annual Hours Open	3,432.00	*3,432.00*

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	*KY W6647*
G2	Serial Number	WDOPF145785246414	*WDOPF145785246414*
G3	Vehicle Year, Make, and Model	2008 Dodge Sprinter	*2008 Dodge Sprinter*
G4	Owner of Vehicle	state	*state*
G5	Bookmobile Visits (number of persons entering the bookmobile)	8,881	*9,186*
G6	Number of Registered Users	3,491	*3,250*
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0	*31*
G8	Reference Transactions	2,826	*2,478*
G9	Hours on the Road Per Week (but not serving patrons)	12	*12*
G9a	Sunday - Daily Hours Open to the Public	0	*0*
G9b	Monday - Daily Hours Open to the Public	6	*6*
G9c	Tuesday - Daily Hours Open to the Public	6	*6*

G9d	Wednesday - Daily Hours Open to the Public	6	6
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	50.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	24.00	24.00
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	(859) 623-6704	(859) 623-6704
H8	Square Footage	18,236	18,236
H10	Number of Groups Using Meeting Room	339	456
H11	Number of Meetings Held	587	667
H12	Library Visits	204,332	221,528
H13	Number of Registered Users	35,415	33,587
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	58,212	53,606
H15	Reference Transactions	32,450	21,647
Hours Open to the Public			
H16a	Sunday Opening Time	1 PM	1pm
H16b	Sunday Closing Time	5 PM	5pm
H16c	Hours	4.00	4.00
H16d	Monday Opening Time	9 AM	9am
H16e	Monday Closing Time	8 PM	8pm
H16f	Hours	11.00	11.00

H16g	Tuesday Opening Time	9 AM		*9am*
H16h	Tuesday Closing Time	8 PM		*8pm*
H16i	Hours	11.00		*11.00*
H16j	Wednesday Opening Time	9 AM		*9am*
H16k	Wednesday Closing Time	8 PM		*8pm*
H16l	Hours	11.00		*11.00*
H16m	Thursday Opening Time	9 AM		*9am*
H16n	Thursday Closing Time	8 PM		*8pm*
H16o	Hours	11.00		*11.00*
H16p	Friday Opening Time	9 AM		*9am*
H16q	Friday Closing Time	6 PM		*6pm*
H16r	Hours	9.00		*9.00*
H16s	Saturday Opening Time	9 AM		*9am*
H16t	Saturday Closing Time	6 PM		*6pm*
H16u	Hours	9.00		*9.00*
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	66.00		*66.00*
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)	339		*456*
I8	Branch Libraries (sum of E10 branch data)	160		*187*
I9	Total (I7 + I8)	499		*643*

Number of Meetings Held

I10	Main Library (from H11)	587		*667*
I11	Branch Libraries (sum of E11 branch data)	206		*241*
I12	Total (I10 + I11)	793		*908*

Library Visits

I13	Main Library (from H12)	204,332		*221,528*
I14	Branch Libraries (sum of E12 branch data)	123,347		*123,067*
I15	Bookmobiles (sum of G5 branch data)	8,881		*9,186*

I16	Total (I13 + I14 + I15)	336,560		*353,781*

Number of Registered Users

I17	Main Library (from H13)	35,415		*33,587*
I18	Branch Libraries (sum of E13 branch data)	18,732		*17,335*
I19	Bookmobiles (sum of G6 branch data)	3,491		*3,250*
I20	Total (I17 + I18 + I19)	57,638		*54,172*

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

I21	Main Library (from H14)	58,212		*53,606*
I22	Branch Libraries (sum of E14 branch data)	39,966		*35,608*
I23	Bookmobiles (sum of G7 branch data)	0		*31*
I24	Total (I21 + I22 + I23)	98,178		*89,245*

Reference Transactions

I25	Main Library (from H15)	32,450		*21,647*
I26	Branch Libraries (sum of E15 branch data)	24,982		*23,848*
I27	Bookmobiles (sum of G8 branch data)	2,826		*2,478*
I28	Total (I25 + I26 + I27)	60,258		*47,973*

Public Service Hours per Year

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

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	3.00	*4*
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	3.00	*3*
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	2.00	*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	*8.00*
J8	All Other Paid Staff	31.25	*29*
J9	Total Paid Employees (J7 + J8):	39.25	*37.00*

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	51,695	*51,131*
K2	Adult Nonfiction	28,698	*28,332*
K3	Juvenile Fiction	27,956	*25,661*
K4	Juvenile Nonfiction	11,593	*11,784*
K5	Total (K1 + K2 + K3 + K4)	119,942	*116,908*

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	116,515	*91,455*

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	14	*10*
K7b	State (State Government or State Library) ** Include **50 KYVL** databases **	50	*32*
K7	Total Electronic Collections (K7a+K7b)	64	*42*
K9	Audio - Physical Units	9,984	*9,714*
K10	Audio - Downloadable Units	28,807	*19,282*
K13	Video - Physical Units	20,773	*17,926*
K14	Video - Downloadable Units	1,758	*1,318*
K15	Other Material in Collection	1,453	*425*
K16	Current Print Serial Subscriptions	277	*247*
K17	Book/Serial Volumes (K5 + K16)	120,219	*117,155*

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 Fiction

L1	Main Library	83,079	*85,348*
L2	All Branches	57,038	*72,917*
L3	Bookmobile/Outreach	8,853	*9,565*
L4	Total (L1 + L2 + L3)	148,970	*167,830*

Book Circulation Adult Nonfiction

L5	Main Library	20,438	*19,625*
L6	All Branches	15,898	*15,183*

L7	Bookmobile/Outreach	2,435	*2,338*
L8	Total (L5 + L6+ L7)	38,771	*37,146*

Book Circulation Juvenile Fiction

L9	Main Library	52,522	*54,084*
L10	All Branches	34,230	*29,837*
L11	Bookmobile/Outreach	4,740	*4,804*
L12	Total (L9 + L10+ L11)	91,492	*88,725*

Book Circulation Juvenile Nonfiction

L13	Main Library	11,706	*11,710*
L14	All Branches	8,203	*8,312*
L15	Bookmobile/Outreach	1,505	*1,247*
L16	Total (L13 + L14 + L15)	21,414	*21,269*

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	167,745	*170,767*
L18	All Branches (L2 + L6 + L10 + L14)	115,369	*126,249*
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	17,533	*17,954*
L20	Total (L4 + L8 + L12+ L16)	300,647	*314,970*

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	8,089	*8,354*
L22	All Branches	6,102	*4,967*
L23	Bookmobile/Outreach	830	*653*
L24	Total (L21 + L22 + L23)	15,021	*13,974*

Audiovisual Circulation Other Audio

L25	Main Library	5,286	*7,711*
L26	All Branches	5,462	*5,242*
L27	Bookmobile/Outreach	4,284	*4,269*
L28	Total (L25 + L26 + L27)	15,032	*17,222*

Audiovisual Circulation Videos

L29	Main Library	105,427	*96,713*
L30	All Branches	72,970	*70,531*
L31	Bookmobile/Outreach	4,653	*4,647*
L32	Total (L29 + L30 + L31)	183,050	*171,891*

Audiovisual Circulation Other

L33	Main Library	17,899	*9,426*
L34	All Branches	6,579	*5,708*
L35	Bookmobile/Outreach	205	*298*

L36	Total (L33 + L34 + L35)	24,683		*15,432*

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	136,701		*122,204*
L38	All Branches (L22 + L26 + L30 + L34)	91,113		*86,448*
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	9,972		*9,867*
L40	Total (L24 + L28 + L32 + L36)	237,786		*218,519*

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	2,946		*3,015*
L42	All Branches	1,675		*2,195*
L43	Bookmobile/Outreach	24		*139*
L44	Total (L41 + L42 + L43)	4,645		*5,349*

Total Circulation

L45	Main Library (L17 + L37 + L41)	307,392		*295,986*
L46	All Branches (L18 + L38 + L42)	208,157		*214,892*
L47	Bookmobile/Outreach (L19 + L39 + L43)	27,529		*27,960*

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	Use of Electronic Material	58,439		*47,812*
L49	Total Circulation (L20 + L40 + L44 + L48)	601,517		*586,650*
L50	Successful Retrieval of Electronic Information	56,017		

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	114,153		*105,536*
L52	All Branches	68,812		*63,002*
L53	Bookmobile/Outreach	7,127		*7,049*
L54	Total (L51 + L52 + L53)	190,092		*175,587*

Other Measures of Library Use (M1 - M2)

Please list any measures of library use not collected elsewhere in the annual report. Examples might include

Seed Library, In-house Use, Unique Circulating Items, and other Objects of Interest.

Note: Recording these measures is optional. Totals will not be tabulated or reported.

M1	Other Measures of Library Use	Seed library checkouts and in-house use	
M2	Use Statistics	166,442	

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	4,459	*2,907*
N2	Nonprint	0	*0*
N3	Total (N1 + N2):	4,459	*2,907*

Borrowed From

N4	Print	5,182	*1,009*
N5	Nonprint	0	*0*
N6	Total (N4 + N5):	5,182	*1,009*

Programs (O1 - O56)

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 that one category.

Infant/Toddler - *number of programs*

O1	Main Library	64	*96*
O2	All Branches	43	*45*
O3	Bookmobile/Outreach	4	*1*
O4	Total (O1 + O2 + O3)	111	*142*

Infant/Toddler - *number of attendees*

O5	Main Library	1,921	*2,162*
O6	All Branches	1,239	*1,229*
O7	Bookmobile/Outreach	157	*30*
O8	Total (O5 + O6 + O7)	3,317	*3,421*

Preschool - *number of programs*

O9	Main Library	128	*131*
O10	All Branches	58	*41*
O11	Bookmobile/Outreach	93	*68*
O12	Total (O9 + O10 + O11)	279	*240*

Preschool - *number of attendees*

O13	Main Library	3,562	*2,947*

O14	All Branches	1,202	*867*
O15	Bookmobile/Outreach	2,277	*1,550*
O16	Total (O13 + O14 + O15)	7,041	*5,364*

Elementary School - *number of programs*

O17	Main Library	229	*234*
O18	All Branches	210	*179*
O19	Bookmobile/Outreach	57	*61*
O20	Total (O17 + O 18 + O19)	496	*474*

Elementary School - *number of attendees*

O21	Main Library	12,405	*12,251*
O22	All Branches	9,323	*7,408*
O23	Bookmobile/Outreach	6,570	*6,091*
O24	Total (O21 + O22 + O23)	28,298	*25,750*

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

O25	Main Library	39	*51*
O26	All Branches	50	*56*
O27	Bookmobile/Outreach	23	*28*
O28	Total (O25 + O26 + O27)	112	*135*

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

O29	Main Library	1,100	*288*
O30	All Branches	1,611	*1,159*
O31	Bookmobile/Outreach	684	*499*
O32	Total (O29 + O30 + O31)	3,395	*1,946*

Adult Programs - *number of programs*

O33	Main Library	396	*316*
O34	All Branches	245	*218*
O35	Bookmobile/Outreach	174	*168*
O36	Total (O33 + O34 + O35)	815	*702*

Adult Programs - *number of attendees*

O37	Main Library	6,070	*5,217*
O38	All Branches	5,056	*4,992*
O39	Bookmobile/Outreach	7,726	*7,120*
O40	Total (O37 + O38 + O39)	18,852	*17,329*

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

O41	Main Library	80	*0*
O42	All Branches	80	*0*
O43	Bookmobile/Outreach	0	*0*
O44	Total (O41 + O42 + O43)	160	*0*

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

O45	Main Library	3,718	*0*
O46	All Branches	3,527	*0*

Code	Description		
O47	Bookmobile/Outreach	0	*0*
O48	Total (O45 + O46 + O47)	7,245	*0*
	Total Number Of Programs:		
O49	Main Library (O1 + O9 + O17 + O25 + O33 + O41)	936	*878*
O50	All Branches (O2 + O10 + O18 + O26 + O34 + O42)	686	*589*
O51	Bookmobile/Outreach (O3 + O11 + O19 + O27 + O35 + O43)	351	*354*
O52	Total (O4 + O12 + O20 + O28 + O36 + O44)	1,973	*1,821*
	Total Program Attendance:		
O53	Main Library (O5 + O13 + O21 + O29 + O37 + O45)	28,776	*25,904*
O54	All Branches (O6 + O14 + O22 + O30 + O38 + O46)	21,958	*17,867*
O55	Bookmobile/Outreach (O7 + O15 + O23 + O31 + O39 + O47)	17,414	*15,486*
O56	Total (O8 + O16 + O24 + O32 + O40 + O48)	68,148	*59,257*

Intellectual Freedom (P1 - P6)

Code	Description		
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 - Q5)

Code	Description		
Q1	Number of Internet Computers Used by General Public	67	*67*
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	1,317	*1,604*
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	*Yes*
Q4	Wireless Sessions - Annually	44,401	*31,754*
Q5	Number of Web User Sessions	128,161	

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

FY16 was another year of significant statistical growth for Madison County Public Library. We saw double-digit percentage growth in reference transactions, library collection, interlibrary loan usage, public computer usage and total program attendance. We link the growth in computer usage directly to the increase in bandwidth we were able to achieve last year with the help of e-Rate funding. Prior to FY16, we had been seeing a consistent decline in the use of our library internet computers. We are grateful to KDLA and the help of e-Rate consultants Katherine Adelberg and Lauren Abner. We once again expanded our "Summer Food" program, adding a new sponsor in Berea (Grow Appalachia and Berea College), which enabled us to add breakfast to the daily meal offerings at our Berea location. We also extended the idea to include free lunch for all ages during Thanksgiving week, and a free community lunch for all ages the week of Christmas. This expansion enabled us to engage many more partners, including local civic clubs, student and church groups, the Kentucky Blood Center, and out local farmers markets. On the programming front, we had our third annual Know-It-All Festival which drew more than 1,500 participants to the two-day lineup of 20-minute microworkshops. Our first library cooking competition, based on the Food Network show Chopped, was a rousing success -- it was well-attended, it involved many community partners, it helped draw attention to food security issues in our community, and it helped us launch our library's YouTube presence, as the event was live-streamed to our YouTube Channel. Part of our three-year Strategic Plan includes extending the participatory reach of the library through social media -- creating opportunities for homebound customers to participate virtually in real time in programs held at the library. Another successful partnership series was the "How Does Your Garden Grow" series presented with Sustainable Berea, the Berea Urban Farm, Grow Appalachia, and the Madison County Extension Office. This monthly gardening series features various planning, growing, harvesting, and preserving garden topics and has been very well-attended throughout the year. In the spring of 2016, we participated in the George Ella Lyon/KY Arts Council initiative, "Where I'm From." we held workshops throughout the community and collected more than 100 poems which were sent to the KAC for inclusion on the website. We hosted a big community reading at the end of the program at the Loyal Jones Appalachian Center at Berea College. This programming focus was clearly reflected in our numbers -- we ranked 4th in the state in adult program attendance and 6th in the state in overall number of programs and program attendance. At the September 2015 meeting of the board of trustees, we swore in our

Response has been entered.

newest trustee, Jackie Couture, an archivist at Eastern Kentucky University. Trustee Judy Flavell was reappointed for a second term in November 2015. This spring, the board approved the library's first-ever long-range plan for facility growth. This plan clearly shows the need for growth in our library facilities, and has made it possible for us to begin planning expansions at both locations. We filed a Notice of Intent to apply for library construction funding through KDLA this fall. Facility-wise, we continued to deal with the vagaries of aging buildings. Plumbing and HVAC issues plagued both locations throughout the year, and systems had significant overhaul and replacement.

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	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	*Wednesday*
V1.2	Week	Third Week	*Third Week*
V1.3	Time	7:30 PM - 8:00 PM	*7:30 PM - 8:00 PM*

President or Chair

V2.1	Name:	Dr. Chris Boni	*Dr. Chris Boni*
V2.2	P.O. Box or Street:	361 Bowerwood Dr.	*361 Bowerwood Dr*
V2.3	City:	Richmond	*Richmond*
V2.4	Zip:	40475	*40475*
V2.5	Phone:	(859) 248-8215	*(859) 248-8215*
V2.6	Term Expires (MM/DD/YYYY):	01/01/18	*01/01/18*
V2.7	Term	Second Term	*Second Term*
V2.8	Number of Regularly Scheduled Board Meetings Attended	11	*11*

V2.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Vice President or Vice Chair

V3.1	Name:	Judy Flavell	*Judy Flavell*
V3.2	P.O. Box or Street:	2479 Lancaster Road	*2479 Lancaster Road*
V3.3	City:	Richmond	*Richmond*
V3.4	Zip:	40475	*40475*
V3.5	Phone:	(859) 625-2223	*(859) 625-2223*
V3.6	Term Expires (MM/DD/YYYY):	01/01/20	*01/01/16*
V3.7	Term	Second Term	*First Term*
V3.8	Number of Regularly Scheduled Board Meetings Attended	10	*10*
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Secretary

V4.1	Name:	Jackie Couture	*Vacant*
V4.2	P.O. Box or Street:	2277 Brassfield Road	*Vacant*
V4.3	City:	Richmond	*Vacant*
V4.4	Zip:	40475	*40475*
V4.5	Phone:	(859) 314-8145	*(555) 555-5555*
V4.6	Term Expires (MM/DD/YYYY):	01/01/18	*01/01/15*
V4.7	Term	Filling Unexpired Term	*First Term*
V4.8	Number of Regularly Scheduled Board Meetings Attended	9	*0*
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Treasurer

V5.1	Name:	Nola Newman	*Nola Newman*
V5.2	P.O. Box or Street:	348 Opossum Kingdom Road	*348 Opossum Kingdom Road*
V5.3	City:	Berea	*Berea*
V5.4	Zip:	40403	*40403*
V5.5	Phone:	(859) 200-5235	*(859) 200-5235*
V5.6	Term Expires (MM/DD/YYYY):	01/01/19	*01/01/19*
V5.7	Term	First Term	*First Term*
V5.8	Number of Regularly Scheduled Board Meetings Attended	10	*6*

| V5.9 | Number of Library Related Professional Conferences and or Workshops Attended | 0 | *0* |

Member

V6.1	Name:	Phillis Adams	*Phillis Adams*
V6.2	P.O. Box or Street:	109 Pleasant Ridge Drive	*109 Pleasant Ridge Drive*
V6.3	City:	Richmond	*Richmond*
V6.4	Zip:	40475	*40475*
V6.5	Phone:	(859) 200-0258	*(859) 200-0258*
V6.6	Term Expires (MM/DD/YYYY):	01/01/17	*01/01/17*
V6.7	Term	Filling Unexpired Term	*Filling Unexpired Term*
V6.8	Number of Regularly Scheduled Board Meetings Attended	11	*6*
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?		*Response has been entered.*
	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.		